## PHA 5-Year and Annual Plan

### U.S. Department of Housing and Urban Development Office of Public and Indian Housing

OMB No. 2577-0226 Expires 4/30/2011

1.0	PHA Information					
	PHA Name: Bradford County H			PHA Code:	_PA064-01	
		Performing	☐ Standard	☐ HCV (Section 8)		
	PHA Fiscal Year Beginning: (MM/YYYY):	//2011				
2.0	<b>Inventory</b> (based on ACC units at time of F	V heginning i	n 1 () above)			
2.0	Number of PH units: 400	1 degiiiiiig i		umber of HCV units:24	16	
			-,	<u></u>		
3.0	Submission Type					
	X 5-Year and Annual Plan	Annual I	Plan Only	5-Year Plan Only		
4.0						
4.0	PHA Consortia	HA Consortia	: (Check box if submitting a join	nt Plan and complete table be	low.)	
			1	T	No. of Unit	e in Each
	Participating PHAs	PHA	Program(s) Included in the	Programs Not in the	Program	s III Lacii
	1 articipating 1 11As	Code	Consortia	Consortia	PH	HCV
	PHA 1:				111	TIC V
	PHA 2:					
	PHA 3:					
5.0	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 on	lv at 5-Year I	l Plan undate			1
		-,	-mF			
5.1	Mission. State the PHA's Mission for serving	ng the needs o	of low-income, very low-income	e, and extremely low income f	amilies in the P	HA's
	jurisdiction for the next five years:		-	•		
	The mission of the Bradford County Housing				evelopment, To	promote
	adequate and affordable housing, economic of	opportunity a	id a suitable living environmen	t free from discrimination.		
5.2	Goals and Objectives. Identify the PHA's of	mantifiable o	oals and objectives that will en	able the PHA to serve the need	ls of low-incom	e and verv
0.2	low-income, and extremely low-income fam:					
	and objectives described in the previous 5-Y		1	1 18		,
	<ul> <li>Expand the supply of assisted</li> </ul>	housing thr	ough reduced vacancies. Go	oal 1%		
	Leverage private or other pub				ord/Tioga Leas	sed Housing
	Corporation. Currently constr				υ	J
	Improve the quality of assiste					
	Improve Voucher management					
	<ul> <li>Increase customer satisfaction</li> </ul>					
	Provide additional support ser			erconal care Currently allo	ow 1 and 1/2 ho	ore of
	housekeeping for each elderly			ersonar care. Currently and	ow I and /2 no	15 01
				os of 400 Dublic Housing I	Inita	
				es of 400 Fublic Housing C	ilits.	
	Increase assisted housing cho		e information at interview.			
	Conduct outreach efforts to la					
	Refer qualified tenants to Trei					
	Improve community quality of		onomic vitality by impleme	nting public housing secur	ity improvem	ents such as
	lock systems and security can					
	<ul> <li>Promote self-sufficiency and</li> </ul>			iduals. Implemented a pref	erence for wo	rking
	families as well as applied for					
	<ul> <li>Refer tenants to successful Ne</li> </ul>					
	<ul> <li>Increase funding for home sup</li> </ul>	pport service	es contract and PA waiver p	rogram.		
	<ul> <li>Participate with Nursing Hom</li> </ul>					
	Continue to co-operate with E	Endless Mou	ntain Transportation Agenc	y.		
	Ensure equal opportunity in h				pportunity sta	itement.
	Authority has achieved complete					
	Authority will continue to go				ccommodation	is to
	applicants/tenants who make					
	annual housing inspections of			or reasonable accomm		
	<ul> <li>Continue to cooperate with th</li> </ul>			ementing specific project re	ecommendatio	nc
	Continue to cooperate with th	c Center 101	macpenaem nying in illipit	menung specific project fe	commenuali(	шэ.

	PHA Plan Update
	(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:
6.0	Modifications to Public Housing Admissions and Occupancy Policy and Section 8 Administrative Plan to provide for a Public Housing preference for any current County Resident as well as a preference scoring system. Also specific plan to remove Voucher participants in the event of loss of funding. See attached summary for detailed explanation of the proposed changes.
	(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.
	The 5 –year Plan and Annual PHA Plan is available for Public View at the Central Office as well as the Authority website <a href="https://www.tbhra.org">www.tbhra.org</a>
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
0.0	See Attached
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1, for each current and open CFP grant and CFFP financing.
	See Attached
8.2	Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
	See Attached
8.3	Capital Fund Financing Program (CFFP).  Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.
9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.  Statistics On File
	·

Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

Maximize the number of affordable units available to the Bradford County Housing Authority within it's current resources by:

- Employ effective maintenance and management policies to maximize the number of public housing units off-line.
  - Reduce turnover for vacated public housing units.
  - Maintain or increase section 8 lease-up rate by establishing payment standards that will enable families to rent throughout the jurisdiction.
  - Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size.
  - Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance
    of program.
  - Increase the number of affordable housing units by applying for additional section 8 vouchers should they become
    available.
  - Implement Project Based Housing as part of our Admissions and Occupancy Policy.
  - Leverage affordable housing resources in the community through creation of mixed-finance housing.
  - Employee admissions preference aimed at families who are working.
  - Adopt rent policies to support and encourage work.
  - Carry out modifications needed in public housing based on the section 504 needs assessment for Public Housing.
  - Affirmatively market to local non-profit agencies that assist families with disabilities.
  - Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.

9.1

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

Goal – Leverage private or other public funds to create additional housing opportunities.

Progress: The Authority continues to explore opportunities for additional public & private resources

Goal – Acquire or build units or developments.

Progress: The Authority through its non profit affiliate is in the process of constructing and placed in service tax credits for 11 units of affordable housing for the elderly.

Goal – Housing Choice Vouchers have been set aside for use with the Area Agency on Aging nursing home transition program.

Progress: One Voucher is being utilized currently through this program. The Authority is still working with AAA to process more.

Goal – The Authority has partnered with the TreHab Agency to process applications for a number of their newly developed mixed housing projects.

Progress: The Authority has several section 8 clients residing in the newly constructed Oak Ridge Townhouses operated by TreHab Agency.

10.0 Goal - To assist residents with transportation throughout the County and surrounding areas as needed for medical or other appointments.

Progress: The Authority pays a monthly stipend to the Endless Mountain Transportation Association on behalf of our residents to allow for free transportation.

Goal – Assist residents with housekeeping needs to allow for longer independent living.

Progress: The Authority currently pays a homemaker service for 11/2 hours of housekeeping service every other week for residents that are elderly, handicapped or disabled

Goal - Continue to receive scores above PHAS scores above 96%.

Progress: The Authority most recent PHAS score is 95% and continues to be a High Performer.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

A substantial deviation or significant amendment or modification, which requires public notice and comment, will be required if a

made to the Plan, or any component thereof, related to the following:

- Demolition or conversion of units;
- Implementation of a homeownership program;
- Additions of Non-Emergency work items with an estimated cost greater than 50% of the Authority's annual Comprehensive Grant (items not included in the current Annual Statement or 5-Year Action Plan.

Changes made to the Plan, or any component thereof, which do not relate to the above-mentioned issues will not be considered substantial

or significant and will not require public notice and comment.

- 11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.
  - (a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights)
  - (b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)
  - (c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)
  - (d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only)
  - (e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)
  - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.
  - (g) Challenged Elements
  - (h) Form HUD-50075.1, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only)
  - (i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only)

Part I: Su	v				
PHA Namo	2:	Grant Type and Number:			FFY of Grant:
Dandfor	nd County Housing Authority	Capital Fund Program Grant N	Io.: PA26P06450109	placement Housing Factor Grant No:	2009
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:
Type of Gr	rant	1			
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	tement (revision no:	)	
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance an	nd Evaluation Report		
			Estimated Cost	Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	5,161.00	80,601.00	80,601.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	55,351.00	55,351.00	55,351.00	55,351.00
5	1411 Audit	1,000.00	1,000.00	1,000.00	1,000.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	35,000.00	24,800.00	24,800.00	22,844.82
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	25,000.00	29,300.00	29,300.00	26,956.00
10	1460 Dwelling Structures	432,000.00	352,460.00	352,460.00	121,228.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	10,000.00	10,000.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	553,512.00	553,512.00	553,512.00	227,379.82
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	27,000.00	39,700.00	39,700.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	26,860.00	26,860.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	130,000.00	68.700.00	68.700.00	40.230.00

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

 $<sup>^{2}</sup>$  To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

Part I: Summary						
PHA Name:	Grant Type and Numb Capital Fund Program Gran		acement Housing Factor Grant No	FFY of Grant: 2009		
Bradford County Housing Authority	Date of CFFP:					
Type of Grant  X Original Annual Statement Reserve for Disasters/Emergencies  Performance and Evaluation report for Program Year Ending		statement (revision no: 2 and Evaluation Report	ý			
Line Summary by Development Account	Total Estimated Cost		Total Actual	Total Actual Cost 1		
	Original	Revised 2	Obligated	Expended		
Signature of Executive Director	Date 12/31/201	Signature of Public Housing Dir	elle (ii)	Chy/11		

HA Name:		Grant Type and	Grant Type and Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109 CFFP (Yes/No): No				): No		
radford Cou	anty Housing Authority	Replacement Housing Factor Grant No.:						2009
Development			1	Total Estin	nated Cost	Total Actual Cost		2009
Number/Name	General Description of Major	Development	Quantity			I		Status of Proposed Wor
HA-Wide	Work Categories	Account		Original	Revised 2	Funds	Funds	
Activities		Number				Obligated 2	Expended 2	
AMP 1								
PA 64-2	Siding Replacement	1460	9500 sq ft	45,000.00	58,700.00	58,700.00	53 530 00	A: 7/10 C:
PA 64-2	Toilets	1460	20	6,000.00	6,700.00	6,700.00		A: 7/10 C:
171012	PA 64-2 Total		20	51,000.00	65,400.00	65,400.00	53,530.00	11. 7/10 C.
	11101210			21,000.00	02,100100	52,100100	20,200100	
	AMP 1 Total			51,000.00	65,400.00	65,400.00	53,530.00	
	AMF 1 Iotal			51,000.00	05,400.00	05,400.00	55,550.00	
AMP 2								
AMI 2								
PA 64-4	Generator Replacement	1460	1	45,000.00	0.00	0.00	0.00	Move to 2011
PA 64-4	Refurbish Kitchens	1460	62	60,000.00	58,510.00	58,510.00		A: 7/10 C:
PA 64-4	Compactor Upgrade	1460	1	3,000.00	0.00	0.00	0.00	Deleted by Maint
PA 64-4	Concrete Work (from 2014)	1450	17 cb yds	0.00	29,300.00	29,300.00	26,956.00	A: 7/10 C:
	PA 64-4 Total			108,000.00	87,810.00	87,810.00	53,056.00	
			200					
PA 64-6	Window Replacement (Comm Rm Only - scope change)	1470	300 sq ft	10,000.00	10,000.00	10,000.00		A: 7/10 C:
PA 64-6	Kitchen Upgrades (from 2012)	1460	10	0.00	59,520.00	59,520.00		A: 7/10 C:
PA 64-6	Walkway Lighting	1450	1	25,000.00	0.00	0.00		Move to 2011
PA 64-6	Additional Emergency Bells	1460	5	2,000.00 <b>37,000.00</b>	0.00 <b>69,520.00</b>	0.00		Move to 2011
	PA 64-6 Total			37,000.00	69,520.00	69,520.00	37,548.00	
	AMP 2 Total			145,000.00	157,330.00	157,330.00	90,604.00	
	AMF 2 Total			145,000.00	157,550.00	157,550.00	90,004.00	
AMP 3		1	1		+	+		
PA 64-3	Lighting	1460	100	35,000.00	0.00	0.00	().()()	Move to 2012
PA 64-3	Window Upgrades	1460	300	20,000.00	0.00	0.00		Move to 2013
PA 64-3	Replace Toilets	1460	69	30,000.00	39,700.00	39,700.00		A: 7/10 C:
PA 64-3	Refubish Kitchens	1460	62	60,000.00	55,520.00	55,520.00		A: 7/10 C:
PA 64-3	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00		A: 7/10 C:
	PA 64-3 Total			148,000.00	107,220.00	107,220.00	4,050.00	
					-			

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

	porting Pages							
PHA Name:		Grant Type and	Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109			PA26P06450109	CFFP (Yes/No): No		
Bradford Cou	unty Housing Authority	Replacement Ho	using Factor Grai	nt No.:				2009
Development		1		Total Estin	nated Cost	Total Ac	tual Cost	2009
Number/Name	General Description of Major	Development	Quantity	Total Estili	nuteu Cost	70111716	tuur Cost	Status of Proposed Work (2)
HA-Wide	Work Categories	Account	Quantity	Original	Revised 2	Funds	Funds	Status of Froposed Work (2)
Activities		Number		. 8			Obligated Expended	
AMP 3 Cont.						3	1	
PA 64-5	Security System Upgrade	1460	1	20,000.00	36,909.73	36,909.73	0.00	A: 7/10 C:
PA 64-5	Refurbish Kitchens	1460	100	60,000.00	0.00	0.00		Moved to 2011
PA 64-5	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00	0.00	A: 7/10 C:
PA 64-5	Repair Sewer Line	1460	30 lf	10,000.00	12,900.00	12,900.00	0.00	A: 7/10 C:
PA 64-5	Window Upgrades	1460	300	20,000.00	0.00	0.00	0.00	Deleted
	PA 64-5 Total			113,000.00	61,809.73	61,809.73	0.00	
				ŕ	ĺ	ĺ		
	AMP 3 Total			261,000.00	169,029.73	169,029.73	4,050.00	
	Aivii 3 Iotai			201,000.00	107,027.73	107,027.73	4,050.00	
PHA Wide	Operations	1406		15,361.00	80,601.27	0.00	0.00	
PHA Wide	Administration	1410		55,351.00	55,351.00	55,351.00	55,351.00	C: 6/10
TITE WILL	1410 Salaries: Executive Director, Dep. Director	1110		55,551.00	20,001.00	55,551.00	55,551.00	C. 0/10
	Controller, Physical Development Coordinator							
	3 Accounting Clerks, 3 Maintenance Foreman.							
PHA Wide	Audit	1411		1,000.00	1,000.00	1,000.00	1,000.00	
PHA Wide	Fees & Costs	1430		24,800.00	24,800.00	24,800.00	22,844.82	A: 11/09
						, , , , , , , , , , , , , , , , , , ,		
	PHA Wide Total			96,512.00	161,752.27	81,151.00	79,195.82	
	Capital Grant Total			553,512.00	553,512.00	472,910.73	227,379.82	
				,	,.	,	,	

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

Part III: Imp	Part III: Implementation Schedule for Capital Fund Financing Program									
PHA Name:					Federal FFY of Grant:					
Bradford Cou	nty Housing Authority		2009							
Development Number/Name		Obligated nding Date)	All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>					
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date						
PA 64-1	9/14/2011	9/30/2010	9/14/2013							
PA 64-2	9/14/2011	9/30/2010	9/14/2013							
PA 64-3	9/14/2011	9/30/2010	9/14/2013							
PA 64-4	9/14/2011	9/30/2010	9/14/2013							
PA 64-5	9/14/2011	9/30/2010	9/14/2013							
PA 64-6	9/14/2011	9/30/2010	9/14/2013							
PHA Wide	9/14/2011	12/31/2010	9/14/2013							

<sup>&</sup>lt;sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Su	v				
PHA Namo	2:	Grant Type and Number:			FFY of Grant:
Dandfor	nd County Housing Authority	Capital Fund Program Grant N	Io.: PA26P06450109	placement Housing Factor Grant No:	2009
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:
Type of Gr	rant	1			
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	tement (revision no:	)	
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance an	nd Evaluation Report		
			Estimated Cost	Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	5,161.00	80,601.00	80,601.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	55,351.00	55,351.00	55,351.00	55,351.00
5	1411 Audit	1,000.00	1,000.00	1,000.00	1,000.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	35,000.00	24,800.00	24,800.00	22,844.82
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	25,000.00	29,300.00	29,300.00	26,956.00
10	1460 Dwelling Structures	432,000.00	352,460.00	352,460.00	121,228.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	10,000.00	10,000.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	553,512.00	553,512.00	553,512.00	227,379.82
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	27,000.00	39,700.00	39,700.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	26,860.00	26,860.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	130,000.00	68.700.00	68.700.00	40.230.00

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

 $<sup>^{2}</sup>$  To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

Part I: Summary						
PHA Name:	Grant Type and Numb Capital Fund Program Gran		acement Housing Factor Grant No	FFY of Grant: 2009		
Bradford County Housing Authority	Date of CFFP:					
Type of Grant  X Original Annual Statement Reserve for Disasters/Emergencies  Performance and Evaluation report for Program Year Ending		statement (revision no: 2 and Evaluation Report	ý			
Line Summary by Development Account	Total Estimated Cost		Total Actual	Total Actual Cost 1		
	Original	Revised 2	Obligated	Expended		
Signature of Executive Director	Date 12/31/201	Signature of Public Housing Dir	elle (ii)	Chy/11		

HA Name:		Grant Type and	Grant Type and Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109 CFFP (Yes/No): No				): No		
radford Cou	anty Housing Authority	Replacement Housing Factor Grant No.:						2009
Development			1	Total Estin	nated Cost	Total Actual Cost		2009
Number/Name	General Description of Major	Development	Quantity			I		Status of Proposed Wor
HA-Wide	Work Categories	Account		Original	Revised 2	Funds	Funds	
Activities		Number				Obligated 2	Expended 2	
AMP 1								
PA 64-2	Siding Replacement	1460	9500 sq ft	45,000.00	58,700.00	58,700.00	53 530 00	A: 7/10 C:
PA 64-2	Toilets	1460	20	6,000.00	6,700.00	6,700.00		A: 7/10 C:
171012	PA 64-2 Total		20	51,000.00	65,400.00	65,400.00	53,530.00	11. 7/10 C.
	11101210			21,000.00	02,100.00	52,100100	20,200100	
	AMP 1 Total			51,000.00	65,400.00	65,400.00	53,530.00	
	AMF 1 Iotal			51,000.00	05,400.00	05,400.00	55,550.00	
AMP 2								
AMI 2								
PA 64-4	Generator Replacement	1460	1	45,000.00	0.00	0.00	0.00	Move to 2011
PA 64-4	Refurbish Kitchens	1460	62	60,000.00	58,510.00	58,510.00		A: 7/10 C:
PA 64-4	Compactor Upgrade	1460	1	3,000.00	0.00	0.00	0.00	Deleted by Maint
PA 64-4	Concrete Work (from 2014)	1450	17 cb yds	0.00	29,300.00	29,300.00	26,956.00	A: 7/10 C:
	PA 64-4 Total			108,000.00	87,810.00	87,810.00	53,056.00	
			200					
PA 64-6	Window Replacement (Comm Rm Only - scope change)	1470	300 sq ft	10,000.00	10,000.00	10,000.00		A: 7/10 C:
PA 64-6	Kitchen Upgrades (from 2012)	1460	10	0.00	59,520.00	59,520.00		A: 7/10 C:
PA 64-6	Walkway Lighting	1450	1	25,000.00	0.00	0.00		Move to 2011
PA 64-6	Additional Emergency Bells	1460	5	2,000.00 <b>37,000.00</b>	0.00 <b>69,520.00</b>	0.00		Move to 2011
	PA 64-6 Total			37,000.00	69,520.00	69,520.00	37,548.00	
	AMP 2 Total			145,000.00	157,330.00	157,330.00	90,604.00	
	AMF 2 Total			145,000.00	157,550.00	157,550.00	90,004.00	
AMP 3		1	1		+	+		
PA 64-3	Lighting	1460	100	35,000.00	0.00	0.00	().()()	Move to 2012
PA 64-3	Window Upgrades	1460	300	20,000.00	0.00	0.00		Move to 2013
PA 64-3	Replace Toilets	1460	69	30,000.00	39,700.00	39,700.00		A: 7/10 C:
PA 64-3	Refubish Kitchens	1460	62	60,000.00	55,520.00	55,520.00		A: 7/10 C:
PA 64-3	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00		A: 7/10 C:
	PA 64-3 Total			148,000.00	107,220.00	107,220.00	4,050.00	
					-			

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

	porting Pages							
PHA Name:		Grant Type and	Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109			PA26P06450109	CFFP (Yes/No): No		
Bradford Cou	unty Housing Authority	Replacement Ho	using Factor Grai	nt No.:				2009
Development		1	2	Total Estin	nated Cost	Total Ac	tual Cost	2009
Number/Name	General Description of Major	Development	Quantity	Total Estili	nuteu Cost	70111716	tuur Cost	Status of Proposed Work (2)
HA-Wide	Work Categories	Account	Quantity	Original	Revised 2	Funds	Funds	Status of Froposed Work (2)
Activities		Number		. 8			Obligated Expended	
AMP 3 Cont.						3	1	
PA 64-5	Security System Upgrade	1460	1	20,000.00	36,909.73	36,909.73	0.00	A: 7/10 C:
PA 64-5	Refurbish Kitchens	1460	100	60,000.00	0.00	0.00		Moved to 2011
PA 64-5	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00	0.00	A: 7/10 C:
PA 64-5	Repair Sewer Line	1460	30 lf	10,000.00	12,900.00	12,900.00	0.00	A: 7/10 C:
PA 64-5	Window Upgrades	1460	300	20,000.00	0.00	0.00	0.00	Deleted
	PA 64-5 Total			113,000.00	61,809.73	61,809.73	0.00	
				ŕ	ĺ	ĺ		
	AMP 3 Total			261,000.00	169,029.73	169,029.73	4,050.00	
	Aivii 3 Iotai			201,000.00	107,027.73	107,027.73	4,050.00	
PHA Wide	Operations	1406		15,361.00	80,601.27	0.00	0.00	
PHA Wide	Administration	1410		55,351.00	55,351.00	55,351.00	55,351.00	C: 6/10
TITE WILL	1410 Salaries: Executive Director, Dep. Director	1110		55,551.00	20,001.00	55,551.00	55,551.00	C. 0/10
	Controller, Physical Development Coordinator							
	3 Accounting Clerks, 3 Maintenance Foreman.							
PHA Wide	Audit	1411		1,000.00	1,000.00	1,000.00	1,000.00	
PHA Wide	Fees & Costs	1430		24,800.00	24,800.00	24,800.00	22,844.82	A: 11/09
						, , , , , , , , , , , , , , , , , , ,		
	PHA Wide Total			96,512.00	161,752.27	81,151.00	79,195.82	
	Capital Grant Total			553,512.00	553,512.00	472,910.73	227,379.82	
				,	,.	,	,	

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

Part III: Imp	Part III: Implementation Schedule for Capital Fund Financing Program									
PHA Name:					Federal FFY of Grant:					
Bradford Cour	nty Housing Authority		2009							
Development Number/Name	All Funds (Quarter E	s Obligated inding Date)	All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>					
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date						
PA 64-1	9/14/2011	9/30/2010	9/14/2013							
PA 64-2	9/14/2011	9/30/2010	9/14/2013							
PA 64-3	9/14/2011	9/30/2010	9/14/2013							
PA 64-4	9/14/2011	9/30/2010	9/14/2013							
PA 64-5	9/14/2011	9/30/2010	9/14/2013							
PA 64-6	9/14/2011	9/30/2010	9/14/2013							
PHA Wide	9/14/2011	12/31/2010	9/14/2013							

<sup>&</sup>lt;sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

-				2.4	JII CS 4/50/2011					
Part I: Su										
PHA Nam		Grant Type and Number Capital Fund Program Grant Date of CFFP:		placement Housing Factor Grant No:	FFY of Grant: 2009 CFRG  FFY of Grant Approval:					
	County Housing Authority									
Type of G										
	Annual Statement Reserve for Disasters/Emergencies	Revised Annual st		.)						
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance and Evaluation Report								
Line No	Summary by Development Account	Original Tota	l Estimated Cost  Revised 2	Total Actual Cos Obligated	Expended Expended					
1	Total non-CFP Funds	0.00	0.00	0.00	0.00					
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	0.00	0.00	0.00	0.00					
3	1408 Management Improvements	0.00	0.00	0.00	0.00					
4	1410 Administration (may not exceed 10% of line 20)	66,373.00	63,195.41	63,195.41	63,195.41					
5	1411 Audit	0.00	0.00	0.00	0.00					
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00					
7	1430 Fees and Costs	55,300.00	55,656.91	55,656.91	55,656.91					
8	1440 Site Acquisition	0.00	0.00	0.00	0.00					
9	1450 Site Improvement	10,000.00	13,825.00	13,825.00	13,825.00					
10	1460 Dwelling Structures	519,917.00	533,305.68	533,305.68	533,305.68					
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00					
12	1470 Non-dwelling Structures	50,000.00	35,607.00	35,607.00	35,607.00					
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00					
14	1485 Demolition	0.00	0.00	0.00	0.00					
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00					
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00					
17	1499 Development Activities 4	0.00	0.00	0.00	0.00					
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00					
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00					
20	Amount of Annual Grant (sum of lines 2 - 19)	701,590.00	701,590.00	701,590.00	701,590.00					
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00					
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00					
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00					
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	17,695.00	17,695.00	17,695.00					
25	Amount of line 20 Related to Energy Conservation Measures	171,417.00	190,649.89	190,649.89	190,649.89					

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

	PA26S06450109	Replacement Housing Factor Grant No:	FFY of Grant: 2009 CFRG FFY of Grant Approval:
Final Performance and	Evaluation Report	).	
Total I	stimated Cost	Total Actu	
Original	Revised 2	Obligated	Expended
Date   S	ignature of Rublic Hous	Ing Director  4 Lattle 41	Date H/1/
	Revised Annual state Final Performance and Original Date S	Capital Fund Program Grant No.: PA26S06450109  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost  Original Revised Signature of Rublic Hous	Capital Fund Program Grant No.: PA26S06450109 Replacement Housing Factor Grant No.  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost Original Revised Obligated  Date Signature of Rublic Housing Director

Part II: Supp	porting Pages							
PHA Name:		Grant Type and	l Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26S06450109				CFFP (Yes/No	): No	
Bradford Cou	inty Housing Authority		Replacement Housing Factor Grant No.:					
Development	Inty Housing Authority	1	Į į		Total Estimated Cost		tual Cost	2009 CFRG Funding
Number/Name	General Description of Major	Development	Quantity					Status of Proposed Work
HA-Wide Activities	Work Categories	Account Number		Original	Revised 2	Funds Obligated	Funds Expended	
	Replace Locksets in Units & Common Area	1460	60	25,000.00	25,084.86	25,084.86		From 2012 on 08 5 year
111 04 1	Replace Boilers w/ High Efficiency (Heating)	1460	4	50,000.00	58,571.89	58,571.89		From 2010 on 08 5 year
PA 64-2	Constant World Hair Donald Constant	1470	24	77.500.00	65.021.00	<i>(5</i> ,021,00	65.021.00	F 2000 08 5
PA 04-2	Concrete Work, Unit Porches, Steps & Landing Repair Parking Lots, Caulk Cracks & Seal	1460 1450	2335 sq ft	76,500.00	65,031.00 3,505.00	65,031.00 3,505.00		From 2009 on 08 5 year From 2012 on 08 5 year
				5,000.00				
	Install Security System, Cameras, DVR, Monitors	1460	1 System	20,000.00	17,695.00	17,695.00		Amended in to 08 5 year
	Replace Gas Risers (to meters) in units and garage	1460	20	13,000.00	12,000.00	12,000.00	12,000.00	From 2011 on 08 5 year
	AMP 1 TOTAL			189,500.00	181,887.75	181,887.75	181,887.75	
	AMPTIOTAL			189,500.00	101,007.75	101,007.75	101,007.75	
PA 64-4	Upgrade Roof Top A/C Units (increase capacity)	1460	3	20,000.00	30,500.00	30,500.00	30,500.00	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	1505 sq ft	50,000.00	17,990.00	17,990.00		From 2011 on 08 5 year
	Repair Parking Lot, Caulk Cracks & Seal	1450	4800 sq ft	5,000.00	10,320.00	10,320.00	10,320.00	From 2012 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	29,300.00	29,300.00	29,300.00	From 2012 on 08 5 year
PA 64-6	Purchase New Heated Storage Building	1470	1	25,000.00	19,228.50	19,228.50	19.228.50	From 2010 on 08 5 year
	New Split System A/C units	1460	2	3,000.00	2,468.00	2,468.00	2,468.00	Amended in to 08 5 year
	Replace Locksets in Units & Common Area	1460	40	15,000.00	19,352.00	19,352.00	19,352.00	From 2011 on 08 5 year
	Refurbish Kitchen Cabinets in Units Phase 1	1460	10 Units	60,000.00	66,340.00	66,340.00	66,340.00	From 2010 on 08 5 year
	Replace Interior Common Area Lighting	1460	1 System	11,417.00	26,100.00	26,100.00		From 2009 on 08 5 year
	AMP 2 TOTAL			214.417.00	221,598.50	221,598,50	221,598.50	
				,	,	,	,	

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

HA Name:		Grant Type and	Federal FY of Grant:					
		Capital Fund Pro						
	nty Housing Authority	Replacement Housing Factor Grant No.:						2009 CFRG Funding
Development			0	Total Estimated Cost		Total Actual Cost		See SP 1W 1/2
Number/Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Original	Revised 2	Funds	Funds	Status of Proposed Work (2)
Activities	work Categories	Number		Original	Keviseu 2	Obligated	Expended	
Activities		Number				Obligated	Expended	<del> </del>
PA 64-3	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	36,983.36	36,983.36	36,983,36	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	945 sq ft	40,000.00	15,870.00	15,870.00		Amended in to 08 5 year
	Replace & Install Emergency Generator	1460	1	40,000.00	53,010.00	53,010.00	53,010.00	From 2009 on 08 5 year
	Purchase New Heated Storage Building	1470	1	25,000.00	16,378.50	16,378.50		From 2011 on 08 5 year
	Replace & Install Electrical Panels	1460	5	6,000.00	2,500.00	2,500.00	2,500.00	From 2009 on 08 5 year
PA 64-5	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	35,809.57	35,809.57		From 2011 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	18,700.00	18,700.00	18,700.00	From 2012 on 08 5 year
	AMP 3 TOTAL			176,000.00	179,251.43	179,251.43	179,251.43	
	AMIT 3 TOTAL			170,000.00	179,231.43	179,231.43	179,231.43	
PHA Wide	Administrative Salary related to CFRG	1410		28,200.00	27,515.41	27,515.41	27,500.00	<del> </del>
11111 11140	Administrative Exp (Sundry Items)	1410		6,673.00	3,824.00	3,824.00	3,824.00	
	Maintenance Salary Related to CFRG	1410		30,000.00	27,500.00	27,500.00	26,032.94	
	Audit of CFRG	1410		1,500.00	4,356.00	4,356.00	4,356.00	
							·	
	Fees & Costs: Architects & Engineering							
	for \$579,917.00 in proposed projects	1430		53,500.00	53,500.25	53,500.25	53,500.25	
	Reimbursable Expenses related to services	1430		1,800.00	2,156.66	2,156.66	2,156.66	
	TOTAL PHA WIDE			121,673.00	118,852.32	118,852.32	117,369.85	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	700,107.53	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	/00,107.55	
		+						
								<del> </del>
		_		+		1		<del> </del>

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

Part III: Imp	lementation Schedule	for Capital Fund Fin	ancing Progr	am					
PHA Name:						Federal FFY of Grant:			
Bradford Cou	nty Housing Authority						2009 CFRG Funding		
Development Number/Name		Obligated nding Date)		All Funds I (Quarter En			Reasons for Revised Target Dates <sup>1</sup>		
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original E End		Actual Expenditure End Date				
			60%	100%					
PA 64-1	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-2	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-3	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-4	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-5	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-6	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PHA Wide	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		

<sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

-				2.4	JII CS 4/50/2011					
Part I: Su										
PHA Nam		Grant Type and Number Capital Fund Program Grant Date of CFFP:		placement Housing Factor Grant No:	FFY of Grant: 2009 CFRG  FFY of Grant Approval:					
	County Housing Authority									
Type of G										
	Annual Statement Reserve for Disasters/Emergencies	Revised Annual st		.)						
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance and Evaluation Report								
Line No	Summary by Development Account	Original Tota	l Estimated Cost  Revised 2	Total Actual Cos Obligated	Expended Expended					
1	Total non-CFP Funds	0.00	0.00	0.00	0.00					
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	0.00	0.00	0.00	0.00					
3	1408 Management Improvements	0.00	0.00	0.00	0.00					
4	1410 Administration (may not exceed 10% of line 20)	66,373.00	63,195.41	63,195.41	63,195.41					
5	1411 Audit	0.00	0.00	0.00	0.00					
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00					
7	1430 Fees and Costs	55,300.00	55,656.91	55,656.91	55,656.91					
8	1440 Site Acquisition	0.00	0.00	0.00	0.00					
9	1450 Site Improvement	10,000.00	13,825.00	13,825.00	13,825.00					
10	1460 Dwelling Structures	519,917.00	533,305.68	533,305.68	533,305.68					
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00					
12	1470 Non-dwelling Structures	50,000.00	35,607.00	35,607.00	35,607.00					
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00					
14	1485 Demolition	0.00	0.00	0.00	0.00					
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00					
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00					
17	1499 Development Activities 4	0.00	0.00	0.00	0.00					
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00					
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00					
20	Amount of Annual Grant (sum of lines 2 - 19)	701,590.00	701,590.00	701,590.00	701,590.00					
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00					
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00					
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00					
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	17,695.00	17,695.00	17,695.00					
25	Amount of line 20 Related to Energy Conservation Measures	171,417.00	190,649.89	190,649.89	190,649.89					

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

	PA26S06450109	Replacement Housing Factor Grant No:	FFY of Grant: 2009 CFRG FFY of Grant Approval:
Final Performance and	Evaluation Report	).	
Total I	stimated Cost	Total Actu	
Original	Revised 2	Obligated	Expended
Date   S	ignature of Rublic Hous	Ing Director  4 Lattle 41	Date H/1/
	Revised Annual state Final Performance and Original Date S	Capital Fund Program Grant No.: PA26S06450109  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost  Original Revised Signature of Rublic Hous	Capital Fund Program Grant No.: PA26S06450109 Replacement Housing Factor Grant No.  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost Original Revised Obligated  Date Signature of Rublic Housing Director

Part II: Supp	porting Pages							
PHA Name:		Grant Type and	l Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26S06450109				CFFP (Yes/No	): No	
Bradford Cou	inty Housing Authority		Replacement Housing Factor Grant No.:					
Development	Inty Housing Authority	1	Į į		Total Estimated Cost		tual Cost	2009 CFRG Funding
Number/Name	General Description of Major	Development	Quantity					Status of Proposed Work
HA-Wide Activities	Work Categories	Account Number		Original	Revised 2	Funds Obligated	Funds Expended	
	Replace Locksets in Units & Common Area	1460	60	25,000.00	25,084.86	25,084.86		From 2012 on 08 5 year
111 04 1	Replace Boilers w/ High Efficiency (Heating)	1460	4	50,000.00	58,571.89	58,571.89		From 2010 on 08 5 year
PA 64-2	Constant World Hair Donald Constant	1470	24	77.500.00	65.021.00	<i>(5</i> ,021,00	65.021.00	F 2000 08 5
PA 04-2	Concrete Work, Unit Porches, Steps & Landing Repair Parking Lots, Caulk Cracks & Seal	1460 1450	2335 sq ft	76,500.00	65,031.00 3,505.00	65,031.00 3,505.00		From 2009 on 08 5 year From 2012 on 08 5 year
				5,000.00				
	Install Security System, Cameras, DVR, Monitors	1460	1 System	20,000.00	17,695.00	17,695.00		Amended in to 08 5 year
	Replace Gas Risers (to meters) in units and garage	1460	20	13,000.00	12,000.00	12,000.00	12,000.00	From 2011 on 08 5 year
	AMP 1 TOTAL			189,500.00	181,887.75	181,887.75	181,887.75	
	AMPTIOTAL			189,500.00	101,007.75	101,007.75	101,007.75	
PA 64-4	Upgrade Roof Top A/C Units (increase capacity)	1460	3	20,000.00	30,500.00	30,500.00	30,500.00	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	1505 sq ft	50,000.00	17,990.00	17,990.00		From 2011 on 08 5 year
	Repair Parking Lot, Caulk Cracks & Seal	1450	4800 sq ft	5,000.00	10,320.00	10,320.00	10,320.00	From 2012 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	29,300.00	29,300.00	29,300.00	From 2012 on 08 5 year
PA 64-6	Purchase New Heated Storage Building	1470	1	25,000.00	19,228.50	19,228.50	19.228.50	From 2010 on 08 5 year
	New Split System A/C units	1460	2	3,000.00	2,468.00	2,468.00	2,468.00	Amended in to 08 5 year
	Replace Locksets in Units & Common Area	1460	40	15,000.00	19,352.00	19,352.00	19,352.00	From 2011 on 08 5 year
	Refurbish Kitchen Cabinets in Units Phase 1	1460	10 Units	60,000.00	66,340.00	66,340.00	66,340.00	From 2010 on 08 5 year
	Replace Interior Common Area Lighting	1460	1 System	11,417.00	26,100.00	26,100.00		From 2009 on 08 5 year
	AMP 2 TOTAL			214.417.00	221,598.50	221,598,50	221,598.50	
				,	,	,	,	

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

HA Name:		Grant Type and	Federal FY of Grant:					
		Capital Fund Pro						
	nty Housing Authority	Replacement Housing Factor Grant No.:						2009 CFRG Funding
Development			0	Total Estimated Cost		Total Actual Cost		See SP 1W 1/2
Number/Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Original	Revised 2	Funds	Funds	Status of Proposed Work (2)
Activities	work Categories	Number		Original	Keviseu 2	Obligated	Expended	
Activities		Number				Obligated	Expended	<del> </del>
PA 64-3	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	36,983.36	36,983.36	36,983,36	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	945 sq ft	40,000.00	15,870.00	15,870.00		Amended in to 08 5 year
	Replace & Install Emergency Generator	1460	1	40,000.00	53,010.00	53,010.00	53,010.00	From 2009 on 08 5 year
	Purchase New Heated Storage Building	1470	1	25,000.00	16,378.50	16,378.50		From 2011 on 08 5 year
	Replace & Install Electrical Panels	1460	5	6,000.00	2,500.00	2,500.00	2,500.00	From 2009 on 08 5 year
PA 64-5	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	35,809.57	35,809.57		From 2011 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	18,700.00	18,700.00	18,700.00	From 2012 on 08 5 year
	AMP 3 TOTAL			176,000.00	179,251.43	179,251.43	179,251.43	
	AMIT 3 TOTAL			170,000.00	179,231.43	179,231.43	179,231.43	
PHA Wide	Administrative Salary related to CFRG	1410		28,200.00	27,515.41	27,515.41	27,500.00	<del> </del>
11111 11140	Administrative Exp (Sundry Items)	1410		6,673.00	3,824.00	3,824.00	3,824.00	
	Maintenance Salary Related to CFRG	1410		30,000.00	27,500.00	27,500.00	26,032.94	
	Audit of CFRG	1410		1,500.00	4,356.00	4,356.00	4,356.00	
							·	
	Fees & Costs: Architects & Engineering							
	for \$579,917.00 in proposed projects	1430		53,500.00	53,500.25	53,500.25	53,500.25	
	Reimbursable Expenses related to services	1430		1,800.00	2,156.66	2,156.66	2,156.66	
	TOTAL PHA WIDE			121,673.00	118,852.32	118,852.32	117,369.85	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	700,107.53	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	/00,107.55	
		+						
								<del> </del>
		_		+		1		<del> </del>

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

Part III: Imp	lementation Schedule	for Capital Fund Fin	ancing Progr	am					
PHA Name:						Federal FFY of Grant:			
Bradford Cou	nty Housing Authority						2009 CFRG Funding		
Development Number/Name		Obligated nding Date)		All Funds I (Quarter En			Reasons for Revised Target Dates <sup>1</sup>		
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original E End		Actual Expenditure End Date				
			60%	100%					
PA 64-1	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-2	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-3	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-4	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-5	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PA 64-6	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		
PHA Wide	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance		

<sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Su					
PHA Nam	e:	Grant Type and Number			FFY of Grant:
Dag de	ad Country Housing Authority	Capital Fund Program Grant I	No.:	lacement Housing Factor Grant No:	2011
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:
Type of G	eant	ı			
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	atement (revision no:	)	
	ance and Evaluation report for Program Year Ending	Final Performance a	nd Evaluation Report	•	
		Total	Estimated Cost	Total Actual Cos	t ¹
Line No.	Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	14,351.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	54,900.00	0.00	0.00	0.00
5	1411 Audit	1,000.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	28,000.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	101,000.00	0.00	0.00	0.00
10	1460 Dwelling Structures	255,000.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	95,000.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	549,251.00	0.00	0.00	0.00
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

Part I: Summary				
PHA Name:	Grant Type and Number Capital Fund Program Grant I Date of CFFP:		lacement Housing Factor Grant No:	FFY of Grant: 2011 FFY of Grant Approval:
Bradiord County Flousing Authority				
Type of Grant  x Original Annual Statement Reserve for Disasters/Emergencies Performance and Evaluation report for Program Year Ending		atement (revision no:	.)	
Line   Summary by Development Account	Tota	l Estimated Cost	Total Actual Cost	1
Line Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Expended
Signature of Executive Director		Signature of Public Housing Di	rector	Date
Kelley Cevette	7/29/2011	Deanu S	Selky to	8/3/11

HA Name:		Grant Type an	d Number:					Federal FY of Grant:
		Capital Fund Pr	ogram Grant No.:			CFFP (Yes/No	). No	
radford Cou	inty Housing Authority					C111 (103/140	7). 140	
	, ,	Replacement H	ousing Factor Gran				2011	
Development				Total Estim	ated Cost	Total Act	ual Cost	
Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	Status of Proposed Work
AMP 1		Number				Obligated	Expended	
PA 64-1	Install Vanaties in Bathroom	1460	50	18,000.00	0.00	0.00	0.00	
111011	Flagpole lighting	1450	1 light	1,000.00	0.00	0.00	0.00	
	Roof Drain - A Building	1460	50lf	5,000.00	0.00	0.00	0.00	
PA 64-2	Sidewalk Replacement	1450	1000sf	5,000.00	0.00	0.00	0.00	
1 A 04-2	Pave Parking Lot	1450	8200sf	10,000.00	0.00	0.00	0.00	
	Smoke Detectors and Co2 Detectors	1460	20units	20,000.00	0.00	0.00	0.00	
	AMP 1 TOTAL			59,000,00	0.00	0.00	0.00	
				,				
AMP2								
PA 64-4	Generator Replacement	1460	1	70,000.00	0.00	0.00	0.00	
	Replace Water & Heat Lines / Valves	1460	100 units	20,000.00	0.00	0.00	0.00	
	Hallway Carpet	1450	8000sf	35,000.00	0.00	0.00	0.00	
	Boiler Replacement	1470	3	75,000.00	0.00	0.00	0.00	
PA 64-6	Handrail in Hallways	1460	400lf	5,000.00	0.00	0.00	0.00	
1110.0	Community Room Kitchen Upgrades	1470	1 kitchen	20,000.00	0.00	0.00	0.00	
	Replace Front Sidewalk	1450	500sf	10,000.00	0.00	0.00	0.00	
	Fire Alarm Replacement	1460	30 units	30,000.00	0.00	0.00	0.00	
	Additional Emergency Bells	1460	4	2,000.00	0.00	0.00	0.00	
	Walkway Lighting	1450	2 light poles	10,000.00	0.00	0.00	0.00	
	AMP 2 TOTAL			277,000.00	0.00	0.00	0.00	
AMP2								
PA 64-3	Back Flow Prev. Domestic & Hydronic sys.	1460	6valves	10,000.00	0.00	0.00	0.00	
	Boiler Replacement	1460	3	75,000.00	0.00	0.00	0.00	
PA 64-5	New Common Area Floors	1450	2000 sf	30,000.00	0.00	0.00	0.00	
	AMP 3 TOTAL			115,000.00	0.00	0.00	0.00	
				,	2.00	2.00	2,00	
			1					

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement Cobe completed for the Performance and Evaluation Report.

Part II: Supporting Pages											
PHA Name:		Grant Type and	l Number:		Federal FY of Grant:						
		Capital Fund Pro	gram Grant No.:	:	0	CFFP (Yes/No	o): No				
Bradford Cou	nty Housing Authority	Replacement Ho						2011			
Development		replacement 110	using ructor Gra	Total Estin	nated Cost	Total Ac	tual Cost	2011			
Number/Name	General Description of Major	Development	Quantity	Total Estil	nateu Cost	Total Ac	tuai Cost	Status of Proposed Work (2)			
HA-Wide	Work Categories	Account	<b>Q</b>	Original	Revised (1)	Funds	Funds	•			
Activities	C	Number		Ü	, ,	Obligated (2)	Expended (2)				
		1.00		11.051.00							
PHA WIDE	Operations	1406		14,351.00	0.00	0.00	0.00				
	Administrative	1410 1411		54,900.00							
	Audit Architect & Engineering	1411		1,000.00 28,000.00							
	Architect & Engineering	1430		28,000.00							
	PHA Wide Total			98,251.00	0.00	0.00	0.00				
	GRANT TOTAL			549,251.00	0.00	0.00	0.00				
						-					

To be completed for the Performance and Evaluation Report or a revised Annual Statement To be completed for the Perofrmance and Evaluation Report.

Part III: Imp	lementation Schedule	for Capital Fund Fina	ancing Program		
PHA Name:					Federal FFY of Grant:
Bradford Cou	nty Housing Authority				2010
Development Number/Name	All Funds (Quarter E	Obligated nding Date)	All Funds l (Quarter En	Expended ding Date)	Reasons for Revised Target Dates <sup>1</sup>
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure Actual Expenditure End Date End Date		
PA 64-1	9/14/2012		9/14/2014		
PA 64-2	9/14/2012		9/14/2014		
PA 64-3	9/14/2012		9/14/2014		
PA 64-4	9/14/2012		9/14/2014		
PA 64-5	9/14/2012		9/14/2014		
PA 64-6	9/14/2012		9/14/2014		
PHA Wide	9/14/2012		9/14/2014		

TObligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

#### **Capital Fund Program - Five-Year Action Plan**

Par	t 1: Summary					
PHA	Name				X Origi	nal 5-Year Plan
Bra	dford County Housing Authority			Revis	sion No.:	
		Work Statement for	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
	Development	Year 1				
A.	Number and Name	FFY 2011	FFY 2012	FFY 2013	FFY 2014	FFY
D	AMP-1 1450 Site Improvement	Annual Statement	35,000.00	0.00	4,500.00	0.00
B.	AMP-1 1450 Site Improvement  AMP-1 1460 Dwelling Structures	Alliluai Statement	65,000.00	272,500.00	20,000.00	171,000.00
D.	AMP-1 1470 Non-Dwelling Structures			, ,		
D.	AMF-1 14/0 Non-Dwelling Structures		35,000.00	0.00	0.00	0.00
F.	AMP-2 1450 Site Improvement		55,000.00	8,000.00	40,000.00	20,000.00
G.	AMP-2 1460 Dwelling Structures		76,000.00	102,000.00	· · · · · · · · · · · · · · · · · · ·	
G.				,	295,000.00	227,265.00
	AMP-2 1470 Non-Dwelling Structures		0.00	0.00	0.00	0.00
T	AMD 2 1450 Site Improvement		20,000.00	52,500.00	7,500.00	0.00
K.	AMP-3 1450 Site Improvement		160,000.00	30,000.00	68,000.00	
M.	AMP-3 1460 Dwelling Structures		0.00	,	0.00	32,000.00
	AMP-3 1476 Non-Dwelling Structure		0.00	5,000.00	****	0.00
N.	AMP-3 1475 Non-Dwelling Equipment		0.00	0.00	10,500.00	3,000.00
O.	PHA Wide 1406 Operations		29,112.00	5,112.00	29,612.00	21,847.00
<u>О.</u> Р.	PHA Wide 1400 Operations  PHA Wide 1410 MGT Fees		55,000.00	55,000.00	55,000.00	55,000.00
	PHA Wide 1410 MG1 Fees  PHA Wide 1411 Audit		1,000.00	1,000.00	1,000.00	1,000.00
Q.			1,000.00	1,000.00	1,000.00	1,000.00
D	PHA Wide 1430 Fees & Costs Architech		22 400 00	22 400 00	22 400 00	22 400 00
R.	& Engineering		22,400.00	22,400.00	22,400.00	22,400.00
	Grand Total		553,512.00	553,512.00	553,512.00	553,512.00
$\vdash$	Orang Total		333,312.00	333,312.00	333,312.00	333,312.00
$\vdash$						
L						

Office of Public and Indian Housing

OMB No. 2577-0226 Expires 4/30/2011

Work	Work Statement for Year 2 FFY 2012					Activities for Year: 3 FFY Grant: 2013				
-	Development	Major Work Categories	Qty	Estimated Cost	Development	Major Work Categories	Qty	Estimated Cost		
	Name/Number AMP 1	Major Work Categories	Qıy	Estimated Cost	Name/Number AMP 1	Major work Categories	Qıy	Estimated Cost		
	PA 64-1	1460			PA 64-1	1460				
						Replace Roof and Soffit	18000sf	130,000.00		
		Bath Lighting Replacement	50	5,000.00		Handicap Accesibility improvements	3	35,000.00		
		5 5 1				Common Area Lighting, Occ. Sensors	1	30,000.00		
						Apartment Flooring	10000 sqf	37,500.00		
		1450								
		Sidewalk Replacement	300sf	10,000.00						
		Handicap ramp replacement	200sf	25,000.00		PA 64-1 TOTAL		232,500.00		
	N. // A	PA 64-1 TOTAL		40,000.00						
	PA 64-2	1460	20	10,000,00						
-		Replace Apartment Electrical Components Replace Electrical Panels	20 20	10,000.00 20,000.00						
=		Replace Roofs Replace Roofs		30,000.00						
-		Replace Roofs	12000 sqf	30,000.00						
-		1470			PA 64-2	1460				
		New Siding on Sheds	5000 sqf	20,000.00	17104-2	Handicap Apartment Upgrades	2	40,000.00		
-		Siding and Insulation Garage	960 sqf	15,000.00		riandeap riparament epgrades		10,000.00		
-		PA 64-2 TOTAL	>00 sq.	95,000.00						
						1450				
						Sidewalks to 2011				
						PA 64-2 TOTAL		40,000.00		
_										
-										
-										
-							1			
-							1			
-										
-										
	Tot	al CFP Year Estimated Cost		135,000.00		Total CFP Year Estimated Cost		272,500.00		

## Capital Fund Program Five-Year Action Plan

Activities for		Activities for Year: 4				Activities for Year: 5		
Year 1		FFY Grant: 2014				FFY Grant: 2015		
1 cai 1		PHA FY:				PHA FY:		
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost
	AMP 1				AMP 1			
	PA 64-1	1450			PA 64-1	1460		
		Landscaping	200 sqf	3,000.00		Electrical Outlet & Light Switches	48	8,000.00
		Flagpole lighting	1	1,500.00		Ventilation System upgrades	2	75,000.00
						Common Area Flooring Lobby Upgrades	3000 sqf	30,000.00
						Lobby Upgrades	100 sqf	8,000.00
						Backflow prevention water line PA 64-1 TOTAL	1	5,000.00 <b>126,000.00</b>
		DA CALITOTAL		4.500.00		PA 64-1 TOTAL		126,000.00
		PA-64-1 TOTAL		4,500.00	DA (13	1470		
	PA 64-2	1460			PA 64-2	1460		
	PA 04-2	1400				Water Line Depleasement	80lf	25,000.00
						Water Line Replacement Water Heaters	20	15,000.00
						Landscaping and New Sign		5,000.00
		Ant Floor Tile	12000 and	20,000.00		Landscaping and New Sign	300 sqf	3,000.00
		Apt. Floor Tile	12000 sqf	20,000.00				
See		1450				PA 64-2 TOTAL		45,000.00
See		Pave parking lot to 2011				FA 04-2 TOTAL		45,000.00
Annual		PA 64-2 TOTAL		20,000.00				
Ailliuai		1A 04-2 TOTAL		20,000.00				
Statement								
Statement								
	Tot	al CFP Year Estimated Cost		24,500.00		Total CFP Year Estimated Cost		171,000.00
	100			,		Total C11 Teal Estilliated C081		- =,= = 500

Activities for		Activities for Year: 2				Activities for Year: 3			
Year 1		FFY Grant: 2012			FFY Grant: 2013				
rear r		PHA FY:		PHA FY:					
-	Development	T		1	Development	1	1		
	Name/Number	Major Work Categories	Qty	Estimated Cost	Name/Number	Major Work Categories	Qty	Estimated Cost	
	AMP 2	gogo	- Q-5		Name/Number AMP 2	lg.	- 2-3		
	PA 64-4	1460			PA 64-4	1460			
		Replace Main Electrical Feed and Panel upgra	5	20,000.00		Additional Handicap Access Work	2 apts.	50,000.00	
		Repair Roof Drain Comm Room	50 lf	10,000.00		Replace Sewer Lines	20lf	10,000.00	
		Additional Strobes	30	6,000.00					
See		Dining room door modifications	1	10,000.00					
		1450							
		Replace light poles	10	20,000.00					
		Breezeway to Towers	300 sqf	20,000.00					
Annual		PA 64-4 TOTAL		86,000.00		PA 64-4 TOTAL		60,000.00	
Statement									
					PA 64-6	1460			
						Tub Cut Safeways	30	22,000.00	
						Security Camera upgrades	16	20,000.00	
						1450			
	PA 64-6	1460				Additional Parking Paving Work	400 sqf	8,000.00	
		Replace Exterior Doors	9	5,000.00		D. (4 ( MO M ) Y		<b>=</b> 0.000.00	
		Replace Exhaust Motors	5	5,000.00		PA 64-6 TOTAL		50,000.00	
		New Electric Entry System	1	20,000.00					
		11.450							
_		1450	500 C	15,000,00					
_		Exterior Siding Upgrades	500 sqf	15,000.00					
_		PA 64-6 TOTAL		45,000.00					
-		PA 04-0 TOTAL		45,000.00					
_									
_									
-									
-									
-									
						_			
_				444 *** **	ļ				
	Tot	al CFP Year Estimated Cost		131,000.00		Total CFP Year Estimated Cost	I I	110,000.00	

Activities for		Activities for Year: 4				Activities for Year: 5		
Year 1		FFY Grant: 2014				FFY Grant: 2015		
10411		PHA FY:				PHA FY:		
	Development				Development			
	Name/Number AMP 2	Major Work Categories	Qty	Estimated Cost	Name/Number AMP 2	Major Work Categories	Qty	Estimated Cost
-	PA 64-4	1460			PA 64-4			
-		Additional Handicap Access work phase 2	2 Apts	50,000.00	111011	1450		
_		Front Lobby Entrance Upgrades	600sf	40,000.00		Side Walk Around Building	400 LF	20,000.00
		Roof replacement	20652 sqf	150,000.00		8		-,
		Automatic Entrance Doors	2	5,000.00				
g						1470		
See						1460		
Annual		1450				Replace Handrails	1200lf	15,000.00
		Replace Front Entry Walk	300sf	10,000.00		Covered Entrance	300 sqf	25,000.00
Statement		Re-pave parking lot add spaces	10000sf	30,000.00		Lighting Upgrades	150 Fixt	20,265.00
						Keyless Entry System	500 doors	15,000.00
		PA 64-4 TOTAL		285,000.00		Window Upgrades	300	20,000.00
_								
-		+				PA 64-4 TOTAL		115,265.00
								.,
_								
-					PA 64-6			
	PA 64-6	1460						
		Replace Carpet Hallways	2000 sqf	10,000.00				
		Additional Heat Common Areas	5 Units	10,000.00		1460		
		Water Filtration System	1	10,000.00		Ceiling Tile Replacement Common Areas	300 sqf	15,000.00
		Window alterations comm rm skylights	160 sqf	20,000.00		Public restroom energy/conservation	2	2,000.00
		DA CA CTOTAL		<b>50,000,00</b>		Drop ceiling in community room	800 sqf	15,000.00
-		PA 64-6 TOTAL		50,000.00		Install Fire Sprinkler	1	90,000.00
_								
-								
-								
-						PA 64-6 TOTAL		122,000.00
_						17104-0101742		122,000.00
-		1						
-		1						
-		+						
-	Tot	al CFP Year Estimated Cost		335,000.00		Total CFP Year Estimated Cost		237,265.00

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages - Work Activities

Activities for		Activities for Year: 2				Activities for Year: 3			
Year 1		FFY Grant: 2012		FFY Grant: 2013					
1 Cai 1		PHA FY:				PHA FY:			
<del> </del>	Development				Development				
	Name/Number AMP 3	Major Work Categories	Qty	<b>Estimated Cost</b>	Name/Number AMP 3	Major Work Categories	Qty	Estimated Cost	
	AMP 3								
					PA 64-3	1450			
	PA 64-3	1450				Expand Parking Lot	400 SF	7,500.00	
		Replace Sidewalks	300sf	10,000.00		Landscaping Improvements	400sf	5,000.00	
						1460			
See						Emergency Call System Upgrade	1	10,000.00	
						Replace Entrance Doors	2	5,000.00	
Annual		1460							
		Upgrade Trash Compacter and Replace	1						
Statement		Trash Compacter Hoppers	1	5,000.00		1470			
		Window Replacement Sunrooms	80 sf	10,000.00					
		PA 64-3 TOTAL		25,000.00					
						PA 64-3 TOTAL		27,500.00	
	PA 64-5	1450							
		Replace Sidewalks	300 SF	10,000.00	PA 64-5	1460			
						Emergency Call System Upgrade	1	15,000.00	
		1460				1450			
		Sprinkler System	1	Deleted		Install Drywell North Side of Building	200 Gal	5,000.00	
		Add Generator Capacity	1	10,000.00		Lighting upgrades	50 lights	35,000.00	
		Replace Apt. Doors and Closers	100	120,000.00		1470			
		Window Replacement Sunrooms	80	10,000.00		Over Hang On Garage For Bicycles	1	5,000.00	
		Replace Entry Doors	2	5,000.00					
						PA 64-5 TOTAL		60,000.00	
		PA 64-5 TOTAL		155,000.00					
	Tot	al CFP Year Estimated Cost		180,000.00		Total CFP Year Estimated Cost		87,500.00	
	100					Total CFF Teaf Estimated Cost		27,00000	

Page 6 of 9 form **HUD-5007.2** (4/2008)

Activities for		Activities for Year: 4				Activities for Year: 5		
		FFY Grant: 2014				FFY Grant: 2015		
Year 1		PHA FY:				PHA FY:		
⊢	Development	<u> </u>		I	Development	1	ı	I
	Name/Number	Major Work Categories	Qty	Estimated Cost	Name/Number	Major Work Categories	Qty	Estimated Cost
	AMP 3		Ψ-7		AMP 3		Ψ-7	
	PA 64-3	1460			PA 64-3	1460		
						Replace Outlets & Switches in Apts.	100units	16,000.00
		Replace Domestic Hot Water Circulator	1	500.00				
_		Replace Apartment Flooring	3000sf	10,000.00				
See		Interior Water Valve Replacement	200	12,000.00				
l ⊢		1475	_	4 000 00				
Annual		Replace Buffer & Floor Machine	2	4,000.00				
_								
						1475		
Statement		PA 64-3 TOTAL		26,500.00		Pressure Washer	1	500.00
						Replace Office Equipment & Furniture	1	2,500.00
	PA 64-5	1460				New Tractor	1	Done Arra
		Install A/C on Ventilation System	1	Done Arra				
		Replace Trash Compactor System	1	5,000.00		PA 64-3 TOTAL		19,000.00
_		Replace Domestic Hot Water Circulator	1	500.00	N	4.480		
_		Window Upgrades	300	20,000.00	PA 64-5	1450		
_		Replace Apartment Flooring	3000 sqf	20,000.00				
-		1450				1460		
_		Expand Parking Lot	400 SF	7,500.00		1400		
-		Expand I dixing Bot	400 51	7,500.00				
						Replace hallway Flooring		moved to 2010
						Electrical Outlets And Switches In Apts.	100 units	16,000.00
						•		·
		<u> </u>						
_		1475		4 000 00		W. (1 - WOW)		47.000.00
_		Replace Buffer & Floor Machine	2	4,000.00		PA 64-5 TOTAL		16,000.00
_		Replace Office Equipment	1	2,500.00				
-		PA 64-5 TOTAL		59,500.00				
		TA 04-3 TOTAL		37,300.00				
					-			-
_								
	Tota	al CFP Year Estimated Cost		86,000.00		Total CFP Year Estimated Cost		35,000.00

## Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages - Work Activities

Activities for	Activities for Year: 2					Activities for Year: 3				
Year 1		FFY Grant: 2012			FFY Grant: 2013					
		PHA FY:		PHA FY:						
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost		
	PA Wide	Operations 1406		29,112.00	DHA Wido	Operations 1406		5,112.00		
-	1 A With	MGT Fees 1410		55,000.00	THA WILL	MGT Fees 1410		55,000.00		
-		Fees & Costs 1430		22,400.00		Foos & Costs 1/30		22,400.00		
-		Fees & Costs 1430 Audit 1411		1,000.00		Fees & Costs 1430 Audit 1411		1,000.00		
See		rudit 1111		1,000.00		riddit 1111		1,000.00		
500		PHA WIDE TOTAL		107,512.00		PHA WIDE TOTAL		83,512.00		
Annual		THE WIPE TO THE		107,212.00		THE WIPE TO THE		00,212.00		
C4-44										
Statement		YEAR 2 PHA WIDE WORK TOTAL		446,000.00		YEAR 3 PHA WIDE WORK TOTAL		470,000.00		
		TOTAL GRANT AMOUNT		553,512.00		TOTAL GRANT AMOUNT		553,512.00		
-										
-										
-		+								
	Tot	tal CFP Year Estimated Cost		107,512.00		Total CFP Year Estimated Cost		83,512.00		

## Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages - Work Activities

Activities for	Activities for Year: 4					Activities for Year: 5				
Year 1	FFY Grant: 2014					FFY Grant: 2015				
		PHA FY:		PHA FY:						
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost		
-										
-	PHA WIDE	Operations 1406		29,612.00	PHA Wide	Operations 1406		31,847.00		
		MGT Fees 1410		55,000.00		MGT Fees 1410		55,000.00		
-		Fees & Costs 1430		22,400.00		Fees & Costs 1430		22,400.00		
See		Audit 1411		1,000.00		Audit 1411		1,000.00		
Annual		PHA WIDE TOTAL		108,012.00		PHA WIDE TOTAL		110,247.00		
g										
Statement										
-										
_		YEAR 4 PHA WIDE WORK TOTAL		445,500.00		YEAR 5 PHA WIDE WORK TOTAL		443,265.00		
		TEAR THA WIDE WORK TOTAL		443,300.00		TEAR 3 THA WIDE WORK TOTAL		443,203.00		
_										
-		TOTAL GRANT AMOUNT		553,512.00		TOTAL GRANT AMOUNT		553,512.00		
				,				,		
-				<u> </u>	-					
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-				+						
_										
-										
-										
-			+	+	1					
				-						
-	Tot	al CFP Year Estimated Cost	1	108,012.00	1	Total CFP Year Estimated Cost		110,247.00		

## Bradford County Housing Authority Advisory Board Meeting

Thursday, February 3, 2011 12:00 Noon Colonial Terrace Community Room, Towarda PA

Present: Al Planishek - Colonial Towers, Towanda

Shirley Deranzio - Keystone Manor, Sayre

Sandy Lattimer – Page Manor, Athens Helen Brokaw – McCallum Manor, Canton

Joyce & Richard Pratt - McCallum Manor, Canton

Rosetta Vance – McCallum Manor, Canton Julia Beach – Hillcrest Apartments, Troy Robert Beach - Hillcrest Apartments, Troy

Wilma Sullivan - Colonial Towers

**Grace Dinelli - Colonial Towers** 

**Jeannie Cotton – Keystone Manor** 

Jeannie Puckett – Keystone Manor

**Anna Belle Harris – Colonial Terrace** 

Felix Hejeck - Keystone Manor

**Gerry Mosier – Colonial Terrace** 

Jill Lewellyn - Colonial Terrace

Lee Bryington – BCHA

James McRath - BCHA

Kevin Patt – BCHA

Kelley Cevette – BCHA

Sandy Grover - BCHA

**Scott Canfield - BCHA** 

James McRath, Bradford County Housing Authority Executive Director, welcomed everyone to the meeting, He introduced the staff that were present; Kevin Patt, Housing Development Coordinator, Kelley Cevette, Deputy Executive Director, Lee Bryington, Assistant Project Manger and Scott Canfield Maintenance Foreman.

Minutes from the January Feb. 3, 2010 meeting were reviewed. On motion by Al Planishek, seconded by Shirley Deranzio the minutes were approved as written. Minutes were approved.

Mr. McRath reviewed the schedule of the annual tenant meetings.

Mr. McRath reviewed the purpose of the Tenant Advisory Board, its background and history of the preparation of the Annual Plan.

Mr. McRath announced that the Housing Authority will maintain the Homemakers Assistance Program. This program currently assists eligible tenants with light housekeeping duties provided by an outside agency. He feels that this program allows for some individuals to maintain their independence longer. The Housing Authority will also maintain the subsidy paid to EMTA on behalf of our tenants that are eligible for their transportation.

Mr. McRath announced several policy changes that will be included this year in the annual plan.

Changes to the Operating Plan for Public Housing that are purposed:

- The Principal Residence clause will require a family to physically move in within 30 days of signing their lease. This is to prevent a family from renting an apartment but continuing to resident in another area and never physically move-in.
- The Authority will be having an active website as of March 1, 2010. Applications will be accepted on-line through the website as of April 1, 2010.
- There is a change in the preference process for PH and RA. There is now a preference for being a resident in the county. In addition, there will be a scoring system to rate preferences.
- EIV tenant system search required by HUD for all new applicants.
- Upgrades to Violence against Woman Act compliance.

Changes to the Operating Plan for Section 8 that are purposed are:

- Suspension due to insufficient funding.
- Project Based Voucher Program
- Preferences to include county residency and nursing home transition

Kevin Patt, spoke to the Board on his presentation of the five (5) year plan for physical improvements for the Capital Grant Program. He went over the procedure for determining what is on the plan each year. Items in the budget are large items such as roofs, sprinkler systems, heating systems not general maintenance items. He explained the need to adjust this plan based on funding or emergency need for repairs. After reviewing some items on this years list Kevin asked all Board members to review the specific items on the list for their particular sites and he would address any questions if needed.

Several Board members presented questions or comments on the physical needs assessment or other items.

- Keystone Manor resident asked about the security system and where the cameras were directed. She indicated that someone from outside the building entered her mother's apartment without knocking. Kevin indicated that the cameras can not cover all areas in the building. He stated that it's important to keep your doors locked at all times and to call the police if at any time you feel uncomfortable about someone entering your apartment.
- This same tenant complained that ¾ of the building residents do not come out and move their cars after a snow storm so that the maintenance staff can clear the parking lot. Kevin will look into the plan in place at Page and Keystone Manor by contacting the maintenance foreman.
- Hillcrest resident requested strobe lights for hearing impaired tenants and a threshold ramp to allow a wheel chair tenant to exit the building quickly.
- o Colonial Towers resident indicated that the automatic front door stays open a long time to allow the person to enter but by doing so could allow an unwelcome person the same entrance. Scott Canfield the Foreman will look into adjusting it.
- Keystone Manor residents indicated that the tile floors on the 3<sup>rd</sup> and 5<sup>th</sup> are in very bad condition. Kevin indicated that we are working on replacing them. These are fairly new floors which is unusual for them to wear this poorly.
- o Terrace resident indicated that they could use new carpet and tub cuts.
- Terrace Tenants indicated that they would like the bank behind the building cleared of brush and some flowering bushes installed.

Hearing no further comments or questions Jim informed the Board members as to the Public Hearing scheduled for March 9, 2011 at 10:00am at Colonial Towers in Towarda. Members were again thanked for their participation.

### Certification for a Drug-Free Workplace

#### U.S. Department of Housing and Urban Development

Applicant Name	
Bradford County Housing Authority	
Program/Activity Receiving Federal Grant Funding	
Capital Fund Program	

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an on-going drug-free awareness program to inform employees ---
  - (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;
- d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- g. Making a good faith effort to continue to maintain a drug-

	free workplace through implementation of paragraphs a. thru f
2.	Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)
	McCallum Manor, Minnequa Ave. Canton, Bradford County, PA 17724 Canton Townhouses, Second, Washington, Montague Streets, Canton, Bradford County, PA 17724 Page Manor, Church Street, Athens, Bradford County, PA 18810 Colonial Towers, Colonial Drive, Towanda, Bradford County, PA 18848 Keystone Manor, North Elmer Ave., Sayre, Bradford County, PA 18840 Park Place, Riverside Drive, Wyalusing, Bradford County, PA 18853
CI	neck here if there are workplaces on file that are not identified on the attached sheets

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate, Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official James F. McRath

## Certification of Payments to Influence Federal Transactions

U.S. Department of Housing and Urban Development Office of Public and Indian Housing

Applicant Name	
Bradford County Housing Authority	
Program/Activity Receiving Federal Grant Funding	
Capital Fund Program	

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352 (See reverse for public burden disclosure.)

1. Type of Federal Action:  B a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	B a. bid/o b. initial c. post-	ffer/application l award	3. Report Type:  A a. initial filing b. material change  For Material Change Only:  year quarter  date of last report			
4. Name and Address of Reporti  Prime Subawarde Tier  Bradford County Hoosing Au  4 Riverside Plaza  Blossburg, PA 16912  Congressional District, if know	e _, if known: vthority	and Address	of Prime:	Subawardee, Enter Name		
6. Federal Department/Agency:	VII.	Congressional District, if known: 7. Federal Program Name/Description:				
U.S. Department of Housing and U	Capital Fund Program  CFDA Number, if applicable:					
8. Federal Action Number, if kno	wn:	9. Award Amou	nt, if known:			
10. a. Name and Address of Lob (if individual, last name, firs N/A No Lobbying Activities Propose	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):  N/A					
Information requested through this form is authored to the second of the second o	material representation of fact, when this transaction was made suant to 31 U.S.C. 1352. This Any person who fails to file the	Signature:  Print Name: La Title: Executive Telephone No.:	Director	Date: 3-30-2011		
Federal Use Only:		1 - 19 - 110 11		Authorized for Local Reproduction		
				Standard Form III (Rev. 7-97)		

## **Eligibility, Selection and Admissions Policies**

Eligibility, tenant selection and admissions policies are explain in detail in the Authority's Public Housing Admissions and Occupancy Policy and the Authority's Section 8 Administrative Plan. Copies of both documents are available at the Authority's Administrative Offices and are also available from the Authority's website – <a href="https://www.tbhra.org">www.tbhra.org</a>

Included in this document are summaries of proposed changes to the Public Housing Admissions & Occupancy Policies and the Section 8 Administrative Plan.

# Public Housing Admissions and Occupancy Policy – List of Modifications March 2011

## **Table of Contents**

Updated to reflect repagination of some sections

#### **Chapter 7.0 Taking Applications**

Remove this section in its entirety and insert the following:

Chapter 7.0 Taking Application

Families wishing to apply for the Public Housing Program will be requires to complete and application for housing assistance. Applications may be submitted by applying online through the Bradford County Housing Authority website, <a href="https://www.tbhra.org">www.tbhra.org</a>

Applications are taken to compile a waiting list. Due to the demand for housing in the Bradford County Housing Authority jurisdiction, the Bradford County Housing Authority may take applications on an open enrollment basis, depending on the length of the waiting list.

Completed applications will be accepted for all applicants and the Bradford County Housing Authority will verify the information.

Applications may be submitted through the Bradford County Housing Authority website <a href="www.tbhra.org">www.tbhra.org</a> The completed application will be dated and time stamped by the computer system and a confirmation assigned per application immediately following submittal. This confirmation number will be the applicant's official notification of received.

Persons with disabilities who require a reasonable accommodation in completing and application may call the Bradford County Housing Authority to make arrangements. A telecommunication device for the deaf (TDD) is available for the deaf. The TDD telephone number is (570) 638-2227.

The application process will involve two phases. The first phase is the initial application for housing assistance. This requires the family to provide limited basic information establishing any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

The second phase is the final determination of eligibility. This takes place when the family nears the top of the waiting list. The Bradford County Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Public Housing Program.

Reason for Changes – The admission of the Authority's website and application submittal being adjusted to an online process.

## **Chapter 8 Eligibility For Admission**

## Section B – EIV System

Renumber the existing Section B to Section C and the existing Section C to Section D Insert a new Section B as follows:

## Section B – EIV System

For each prospective tenant, the Bradford County Housing Authority shall at the time of the eligibility interview print and maintain on file a copy of the EIV Existing Tenant Search results.

If the applicant or members of applicant's household are identified by EIV as currently being assisted at or owes a debt to, another Multifamily Housing or Public and Indian Housing (PIH) location, the Bradford County Housing Authority shall discuss these findings with the appropriate member(s) of applicant household and provide the opportunity to explain the circumstances relative to being assisted at, or owing a debt to, another housing provider.

The Bradford County Housing Authority shall follow up with the respective housing provider to confirm the applicant's program participation status or debt owed before admission. If necessary the Bradford County Housing Authority will coordinate move-in/move-out dates with the other housing provider at the other location.

The Bradford County Housing Authority shall retain Existing Tenant Search results, as well as any related additional documentation, with the application.

Reason for Changes – To include new HUD requirements concerning use of the previous tenant report in the EIV System.

## **Chapter 10.0 - Tenant Selection and assignment**

Remove this section in its entirety and insert the following:

#### Section 10.1 Preferences

The Bradford County Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Residency preferences for families who live, work, or have been hired to work or who are attending school in Bradford County. This preference shall be worth 50 points.
- B. Those who are involuntarily displaced by government action, flood, fire or as a result of a disaster declared or otherwise formally recognized pursuant to federal disaster relief laws. This preference shall be worth25 points.
- C. Victims of domestic violence. This preference shall be worth 20 points.
- D. Persons who are homeless. This preference shall be worth 15 points.
- E. Those who have been employed 20 hours per week for the three months prior to submitting the application. This preference shall be worth 10 points.
- F. Veterans and Veteran's families. This preference shall be worth 5 points.

Points awarded for the above listed preferences shall be cumulative. Order of applicant selection among applicants with the same number of preference points shall be based on the state and time of the application. Table 1 provides a matrix of the various cumulative values of the preference listed above.

**Building Designed for the Elderly and Disabled:** Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near-elderly families. If there are no near-elderly families on the waiting list units will be offered to families who qualify for the appropriate bedroom size using these priorities. All such families will be selected from the waiting list using the preferences as outlined above.

Accessible Units: Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come up to the top of the waiting list. Such applicants, however, must sign a release form stating that will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice. A separate waiting list will be maintained for applicants that request a handicapped unit only.

Reason for changes: Addition of the residence preference and point values of preferences.

**Chapter 10. Tenant Selection and Assignment Plan** 

Insert section 10.9 which was not previously on the plan, as follows:

Section 10.9 Physical Residency Requirement

The physical unit that the applicant signs the lease agreement for must become their principal residence. The tenant will be given 30 days from the date of the lease signing to physically move into the residence and change their mailing address to this location. Failure to do so allows the Bradford County Housing Authority the option of beginning the eviction process.

Reason for Change – To avoid applicants from renting units and not physically moving into them while keeping their primary residence elsewhere.

**Chapter 19.0 Violence Against Woman Act** 

Addition of A, B, C & D under Section 19.1 as follows:

#### Section 19.1 Violence Against Woman Act

- A. Bradford County Housing Authority may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other "good cause" for termination of assistance, tenancy or occupancy rights of the victim of abuse.
- B. The Bradford County Housing Authority may not consider criminal activity directly related to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.
- C. The Bradford County Housing Authority may request in writing that the victim, or family member on the victim's behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066 or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specific timeframe may result in eviction.
- D. The Bradford County Housing Authority should be mindful that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, the Authority may require that the tenant appear in person to pick up the certification form and are encouraged to work with tenants to make delivery arrangements that do not place the tenant at risk.

## Reason for Changes - To include new HUD requirements for the Violence Against Woman Act

Section 8 Admissions and Occupancy Policy – List of Modifications March 2011

Chapter 4.0 Managing the Waiting List

Remove this section in its entirety and insert the following:

Chapter 4.2 Taking Applications

Families wishing to apply for the Section 8 Program will be requires to complete and application for housing assistance. Applications may be submitted by applying online through the Bradford County Housing Authority website, <a href="https://www.tbhra.org">www.tbhra.org</a>

Applications are taken to compile a waiting list. Due to the demand for housing in the Bradford County Housing Authority jurisdiction, the Bradford County Housing Authority may take applications on an open enrollment basis, depending on the length of the waiting list.

Completed applications will be accepted for all applicants and the Bradford County Housing Authority will verify the information.

Applications may be submitted through the Bradford County Housing Authority website <a href="www.tbhra.org">www.tbhra.org</a>. The completed application will be dated and time stamped by the computer system and a confirmation assigned per application immediately following submittal. This confirmation number will be the applicant's official notification of received.

Persons with disabilities who require a reasonable accommodation in completing and application may call the Bradford County Housing Authority to make arrangements. A telecommunication device for the deaf (TDD) is available for the deaf. The TDD telephone number is (570) 638-2227.

The application process will involve two phases. The first phase is the initial application for housing assistance. This requires the family to provide limited basic information establishing any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

The second phase is the final determination of eligibility. This takes place when the family nears the top of the waiting list. The Bradford County Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Section 8 Program.

Reason for Changes – The admission of the Authority's website and application submittal being adjusted to an online process.

Chapter 5.0 Selecting Families from The Waiting List

Change – 5.2 Preferences, Insert new Section A #1 & 3, Section B #1, 2 & 3

#### 5.2 Preferences

A. Local Preferences

- 1. County Residency
- 2. Involuntarily displaced person/family.
- 3. Nursing Home Transition Program.

#### B. Preference Rule Definitions

#### 1. County Residency

Residency preference for families who live, work, or have been hired to work in Tioga County or who are attending school in Tioga County.

## 2. Involuntary Displaced

Includes displaced because of fires, disasters, government action and victims of actual or threatened physical violence (applicant does not have to move out to qualify)

In order to qualify as involuntarily displaced, the applicant cannot have been rehoused in substandard housing. For this purpose, housing is not standard replacement housing if it is overcrowded.

Cause evictions are not included as displaced criteria

## 3. Nursing Home Transition

Provides preference consideration for Area Agency on Aging clients who are temporarily housed in nursing homes facility and no longer require nursing home care.

## Reason for Change – To update preferences to include County Residency and Nursing Home Transition

Chapter 6. Assignment Of Bedroom Sizes (Subsidy Standards)

#### Change - Insert Section 6.1.5

#### Section 6.1.5 EIV System

For each prospective tenant, the Bradford County Housing Authority shall at the time of the eligibility interview print and maintain on file a copy of the EIV Existing Tenant Search results.

If the applicant or members of applicants household are identified by EIV as currently being assisted at or owes a debt to, another Multifamily Housing or Public and Indian Housing (PIH) location, the PHA shall discuss these findings with the appropriate member(s) of applicant household and provide the opportunity to explain the circumstances relative to being assisted at, or owing a debt to, another housing provider.

The Bradford County Housing Authority shall follow up with the respective housing provider to confirm the applicant's program participation status or debt owed before admission. If necessary the PHA will coordinate move in/move-out dates with other housing provided at the other location.

The Bradford County Housing shall retain Existing Tenant Search results, as well as any related additional documentation, with the application.

Reason for Change – To include new HUD requirements concerning use of the previous tenant report in the EIV System.

Change - Chapter 19.0 to 20.0 and 20.0 to 21.0. Insert Chapter 19.0 and 22.0

Chapter 19. Termination of Contract

## A. Suspension Due To Insufficient Funding

The Bradford County Housing Authority monitors income and expenditure data for the Housing Choice Voucher Program on a monthly basis. If at any time the Bradford County Housing Authority determines that insufficient funding is available to meet Housing Assistance Payment obligations, the Authority will take action to ensure fiscal solvency of the Housing Choice Voucher Program. The Authority will take the following actions to balance anticipated voucher program expenditures with voucher program income:

- 1. Suspend issuances of vouchers to applicants from the Section 8 Voucher Program waiting list.
- 2. Termination of vouchers previously issued to applicant, but not yet under assistance contract.
- 3. Suspend assistance to current program participants:

In the event that the Bradford County Housing Authority must suspend assistance to current participants, such suspensions will be performed as follows:

a. The Bradford County Housing Authority will compile a list of all current participants. This participation list shall be in descending order of date of admission into the program (that is the oldest date of admission shall appear first).

- b. The Bradford County Housing Authority will review the participant list and will initially exclude from the list all participating families which the Head of Household or Co Head of Household is elderly (defined as age 62 or older) or is disabled.
- c. The Bradford County will then select non elderly/non disabled households from the participating list in order of program admission date, beginning with the participant with the oldest date.
- d. The Bradford County Housing Authority will continue to select participants from the list until a sufficient number of participants are selected such that the sum of their monthly assistance payments are sufficient to reduce total monthly payments to an amount commensurate with program income
- e. In the event that there are not sufficient numbers of elderly/non elderly disabled households available to reduce expenditures to the required level, then the Bradford County Housing Authority will select elderly/disabled households for suspension in the order of the household's program admission date (beginning with the oldest date of admission).
- f. All participants selected for suspension as described in this section shall receive no less than 30 days written notification of the suspension of assistance. Such notice shall also be provided to the affected property owner.
- g. Suspension of assistance under this section shall not be subject to the Bradford County Housing Authority's Grievance Policy and any participant suspended solely due to lack of sufficient funding shall not be entitled to a hearing to contest the Authority's action.
- h. Suspension of assistance to the participant under this section shall result in termination of the Housing Assistance Payment Contract with the property owner on the same date as assistance to the participant is suspended. The Bradford County Housing Authority shall have no obligation for any additional assistance payments to the property owner beyond the date of suspension of assistance.

#### 4. Restoration of Assistance.

Any participant whose assistance is suspended due solely to lack of sufficient funding may be entitled to reinstatement of assistance. Reinstatement shall be available to any suspended participant who, as of the date of the reinstatement offer, is not already receiving another form of subsidized housing assistance. Such other subsidized housing assistance shall mean a housing program in which the participant is required to pay no more than 30% of their adjusted income for rent and utilities:

a. Assistance shall be reinstated in the same order in which assistance was originally suspended. However, reinstatement may be subject to termination of participation in the event the participant has engaged in an

act or acts during suspension period, which act or acts would result in program termination had the assistance suspension not been in effect. For example is during the suspension period the participant engages in a criminal act which would have resulted in a termination action had assistance not be suspended. In the event of such a termination action, all requirements in this policy governing termination of program participant shall be in effect.

- b. Reinstatement will include the execution of a new Housing Assistance Payment contract with the property owner. If at the time of reinstatement the new HAP contract is executed for the same dwelling occupied by the participant at the time of assistance suspension, the Bradford County Housing Authority shall have no obligation for assistance payments during the time period in which the suspension action was in effect.
- c. When offered the opportunity doe reinstatement, the affected participants will be subject to the procedures outlined in this policy for new participants, including but not limited to: issuance of the voucher, time period for locating a dwelling, execution of the Hap contract, rent reasonableness and Housing Quality Standards.
- d. In no event shall the Bradford County Housing Authority admit any new participant families from the waiting list nor absorb any incoming portable voucher holders until all eligible participants with suspension assistance have been offered the opportunity for reinstatement.
- e. All suspended participants shall be notified in writing of the offer of reinstatement. Such written notice shall be sent to the last known mailing address provided by the participant. Failure of the participant to respond to the offer of reinstatement within 30 days shall be rounds for termination of assistance in accordance with the procedures for termination outlined in this Administrative Plan.

## 4. Multiple Suspension Events

- a. In the event that the Bradford County Housing Authority must suspend assistance on more than one occasion, additional restrictions on suspension will take effect. In no case shall any participant be subject to a 2<sup>nd</sup> or subsequent suspension event until all participants have been subject to suspension.
- 5. Treatment of Suspended Participants during suspension
  - a. Any participants with suspended assistance shall remain a current program participant. As such reinstatement of assistance shall not be considered a new program admission for purposes of the income targeting requirements outlined in this Administrative Plan.

Reason for Change – Describe procedures to deal with reduction of HAP costs due to insufficient funding.

#### II. 22.0 PROJECT BASED VOUCHER PROGRAM

#### A. Purpose

The Bradford County Housing Authority's project based voucher program is established to provide safe and affordable housing opportunities for elderly, disabled, and/or severely economically disadvantaged families. Persons who are elderly and/or have disabilities or who are economically disadvantaged must be offered supportive services as a condition of occupancy.

Supportive housing services include but are not limited to:

- a private apartment:
- a service coordinator to help residents arrange for services;
- personal care services;
- housekeeping and laundry assistance;
- transportation;
- social activities;
- help with chores;

#### B. Procurement

Units selected for project-based assistance are units for which competitively awarded 9 percent housing tax credits have been provided. Owners who have received competitively awarded 9 percent housing tax credits must make a written request to BradfordCounty Housing Authority for project-based voucher assistance within 3 years from the date of their award. Bradford County Housing Authority will require the owner to submit an application based upon selection criteria. All units must meet selection criteria.

If a request for proposals is initiated by Bradford County Housing Authority, Bradford County Housing Authority will publicly advertise the availability of project-based assistance for a specific number of units through a written application method. The request for proposal application will contain selection criteria that shall not limit proposals to a single site or impose restrictions that would preclude proposals for different sites. A deadline for submission for proposals will be required. A public advertisement will be placed in Towanda Daily Review.

#### C. Selection Criteria

Proposals for project-based assistance may be requested for new or existing structures or structures that will undergo rehabilitation. The type of units sought for project based assistance may have special conditions that are created to achieve a desired housing outcome for the type of families targeted to receive housing assistance and/or to create

affordable hosing opportunities in specific geographic areas meeting site selection criteria. Site selection criteria will be included as part of the proposal in order to inform prospective bidders of the methodology used to evaluate proposals.

#### D. Evaluation of Applications

Applications will be judged individually and may be approved for project based assistance if:

- 1. The application meets proposal requirements and the purposes described above;
- 2. The application meets site selection standards set by HUD pursuant to 24CFR Part 983;
- 3. Time tables for contract execution are met:
- 4. The owner is in good standing with HUD and Bradford County Housing Authority; and,
- 5. The application is consistent with project based voucher regulations.

The Bradford County Housing Authority reserves the right to reduce the number of project-based units that have been requested.

#### E. Award of Project Based Contracts

Project based contracts will be approved by the Bradford County Housing Authority Board of Commissioners. Bradford County Housing Authority shall give prompt written notice of such selection to the party that submitted the proposal and prompt public notice of such selection.

#### F. Participant Rights and Responsibilities

Admission, tenant rent contributions, occupancy, tenancy, annual reexaminations, and housing quality standards and policies for participants will be governed by 24CFR Parts 982, 983 and this Administrative Plan. Voucher issuance and portability are restricted while the family participates in the project based voucher program. Tenants must comply with HUD's list of family obligations and Administrative Plan requirements.

## G. Bradford County Housing Authority Responsibilities

Bradford County Housing Authority's project-based voucher program will comply with HUD and Bradford County Housing Authority regulations and policies. If Bradford County Housing Authority owned units are selected for project-based voucher assistance, TCHA will be required to allow a HUD filed office review of the TCHA's proposal and selection process.

Reason for Change – Initiate more stable affordable housing in the County to address the current affordable housing crisis as a result of the local Marcellus Shale Gas Play situation.

#### Minutes

#### **Bradford County Housing Authority**

#### March 30, 2011

The regular meeting of the Bradford County Housing Authority was held at the River Stone Inn in Towanda at 12:00 noon on March 30, 2011. The following board members were present; Roger Graham, Bill Farley, Ray DePaola, Grace Dinelli and Nancy Shaw. Also present were Jim McRath, Kelley Cevette, Charlie Bourque, Victoria Powers, and Susan Storch.

Chairperson Bill Farley called the meeting to order. Minutes from the February 22, 2011 meeting were reviewed. On motion by Roger Graham, seconded by Ray DePaola the minutes were accepted. All members in favor.

#### **EXHIBIT BH 3-11-1**

The bills for January were reviewed. On motion by Nancy Shaw, seconded by Roger Graham the January 2011 bills were approved. All members in favor.

#### **EXHIBIT BH 3-11-2**

The occupancy report was reviewed. No action was needed on this report.

#### **EXHIBIT BH 3-11-3**

The Annual Public Housing Agency Plan and 5 Year Plan was reviewed. The changes to the Admissions and Occupancy policy were discussed. On motion by Ray DePaola, seconded by Nancy Shaw the resolution accepting the Annual Plan and 5 Year Plan was approved. All members in favor.

#### **EXHIBIT BH 3-11-4**

The sprinkler bids for Hillcrest Manor in Troy were reviewed. Four Businesses were contacted and only one bid came in. The bid of \$120,000.00 was from Anchor Fire Protection. The Authority was recommending this bid since it was for the same amount that the Engineer estimated for the project. On motion by Roger Graham, seconded by Ray DePaola the bid from Anchor Fire Protection for \$120,000.00 was approved. All members in favor.

#### **EXHIBIT BH 3-11-5**

#### **Board Information:**

There was discussion about the possibility of Board members receiving their monthly Board Package through email. All members except for Grace Dinelli would prefer receiving their packages through email. The Authority will still physically send a Board meeting package through the mail to Grace.

Jim presented the Board with the results from the Capital Grant Bids that were held Friday, March 25<sup>th</sup>. There were only two bids for the General Contracting. The low bid was \$354,000.00 from Redstone Company. The Authority recommends this bid. There were two bids per unit one for \$2,600.00 a tub cuts and one for \$46,780.00 or \$454.00 a unit. The Authority was recommending Bath Pros, Inc. for \$46,780.00. On motion by Ray DePaola, seconded by Roger Graham the bids from Redstone Company and Bath Pros, Inc were accepted. All members in favor.

Charlie did a presentation on the paperless system TenDoc's which is offered through our software provider Tenmast. The Board members were given documentation on the costs and benefits to going paperless in the Authority. There was a discussion about the how this would be implemented. On motion by Roger Graham, seconded by Ray DePaola the TenDoc's system was approved for purchase. All members in favor.

On motion duly made and se Tioga County Board on April 26 <sup>th</sup> in		ority was adjourned. Next meeting will be a join meeting with the
Secretary	 Chairperson	

Part I: Su	v				
PHA Namo	2:	Grant Type and Number:			FFY of Grant:
Dandfor	nd County Housing Authority	Capital Fund Program Grant N	Io.: PA26P06450109	placement Housing Factor Grant No:	2009
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:
Type of Gr	rant	1			
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	tement (revision no:	)	
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance an	nd Evaluation Report		
			Estimated Cost	Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised 2	Obligated	Expended
1	Total non-CFP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	5,161.00	80,601.00	80,601.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	55,351.00	55,351.00	55,351.00	55,351.00
5	1411 Audit	1,000.00	1,000.00	1,000.00	1,000.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	35,000.00	24,800.00	24,800.00	22,844.82
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	25,000.00	29,300.00	29,300.00	26,956.00
10	1460 Dwelling Structures	432,000.00	352,460.00	352,460.00	121,228.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	10,000.00	10,000.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	553,512.00	553,512.00	553,512.00	227,379.82
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	27,000.00	39,700.00	39,700.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	26,860.00	26,860.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	130,000.00	68.700.00	68.700.00	40.230.00

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

 $<sup>^{2}</sup>$  To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacement Housing Factor and Capital Fund Financing Program U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

Part I: Summary					
PHA Name:	Grant Type and Numb Capital Fund Program Gran		acement Housing Factor Grant No	FFY of Grant: 2009	
Bradford County Housing Authority	Date of CFFP:				
Type of Grant  X Original Annual Statement Reserve for Disasters/Emergencies  Performance and Evaluation report for Program Year Ending		statement (revision no: 2 and Evaluation Report	ý		
Line Summary by Development Account	To	tal Estimated Cost	Total Actual	Cost 1	
	Original	Revised 2	Obligated	Expended	
Signature of Executive Director	Date 12/31/201	Signature of Public Housing Dir	elle (ii)	Chy/11	

HA Name:		Grant Type and Number:						Federal FY of Grant:	
		Capital Fund Program Grant No.: PA26P06450109 CFFP (Yes/No): No				): No			
radford Cou	anty Housing Authority	Replacement Ho	Replacement Housing Factor Grant No.:						
Development			1	Total Estin	nated Cost	Total Act	ual Cost	2009	
Number/Name	General Description of Major	Development	Quantity			I		Status of Proposed Wor	
HA-Wide	Work Categories	Account		Original	Revised 2	Funds	Funds		
Activities		Number				Obligated 2	Expended 2		
AMP 1									
PA 64-2	Siding Replacement	1460	9500 sq ft	45,000.00	58,700.00	58,700.00	53 530 00	A: 7/10 C:	
PA 64-2	Toilets	1460	20	6,000.00	6,700.00	6,700.00		A: 7/10 C:	
171012	PA 64-2 Total		20	51,000.00	65,400.00	65,400.00	53,530.00	11. 7/10 C.	
	11101210			21,000.00	02,100.00	52,100100	20,200100		
	AMP 1 Total			51,000.00	65,400.00	65,400.00	53,530.00		
	AMF 1 Iotal			51,000.00	05,400.00	05,400.00	55,550.00		
AMP 2									
AMI 2									
PA 64-4	Generator Replacement	1460	1	45,000.00	0.00	0.00	0.00	Move to 2011	
PA 64-4	Refurbish Kitchens	1460	62	60,000.00	58,510.00	58,510.00		A: 7/10 C:	
PA 64-4	Compactor Upgrade	1460	1	3,000.00	0.00	0.00	0.00	Deleted by Maint	
PA 64-4	Concrete Work (from 2014)	1450	17 cb yds	0.00	29,300.00	29,300.00	26,956.00	A: 7/10 C:	
	PA 64-4 Total			108,000.00	87,810.00	87,810.00	53,056.00		
			200						
PA 64-6	Window Replacement (Comm Rm Only - scope change)	1470	300 sq ft	10,000.00	10,000.00	10,000.00		A: 7/10 C:	
PA 64-6	Kitchen Upgrades (from 2012)	1460	10	0.00	59,520.00	59,520.00		A: 7/10 C:	
PA 64-6	Walkway Lighting	1450	1	25,000.00	0.00	0.00		Move to 2011	
PA 64-6	Additional Emergency Bells	1460	5	2,000.00 <b>37,000.00</b>	0.00 <b>69,520.00</b>	0.00		Move to 2011	
	PA 64-6 Total			37,000.00	69,520.00	69,520.00	37,548.00		
	AMP 2 Total			145,000.00	157,330.00	157,330.00	90,604.00		
	AMF 2 Total			145,000.00	157,550.00	157,550.00	90,004.00		
AMP 3		1	1		+	+			
PA 64-3	Lighting	1460	100	35,000.00	0.00	0.00	().()()	Move to 2012	
PA 64-3	Window Upgrades	1460	300	20,000.00	0.00	0.00		Move to 2013	
PA 64-3	Replace Toilets	1460	69	30,000.00	39,700.00	39,700.00		A: 7/10 C:	
PA 64-3	Refubish Kitchens	1460	62	60,000.00	55,520.00	55,520.00		A: 7/10 C:	
PA 64-3	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00		A: 7/10 C:	
	PA 64-3 Total			148,000.00	107,220.00	107,220.00	4,050.00		
					-				

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

	porting Pages							
PHA Name:		Grant Type and	Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109			CFFP (Yes/No	o): No		
Bradford Cou	unty Housing Authority	Replacement Ho	using Factor Grai	nt No.:				2009
Development		1		Total Estin	nated Cost	Total Ac	tual Cost	2009
Number/Name	General Description of Major	Development	Quantity	Total Estili	nuteu Cost	70111716	tuur Cost	Status of Proposed Work (2)
HA-Wide	Work Categories	Account	Quantity	Original	Revised 2	Funds	Funds	Status of Froposed Work (2)
Activities		Number		. 8		Obligated	Expended	
AMP 3 Cont.						3	1	
PA 64-5	Security System Upgrade	1460	1	20,000.00	36,909.73	36,909.73	0.00	A: 7/10 C:
PA 64-5	Refurbish Kitchens	1460	100	60,000.00	0.00	0.00		Moved to 2011
PA 64-5	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00	0.00	A: 7/10 C:
PA 64-5	Repair Sewer Line	1460	30 lf	10,000.00	12,900.00	12,900.00	0.00	A: 7/10 C:
PA 64-5	Window Upgrades	1460	300	20,000.00	0.00	0.00	0.00	Deleted
	PA 64-5 Total			113,000.00	61,809.73	61,809.73	0.00	
				ŕ	ĺ	ĺ		
	AMP 3 Total			261,000.00	169,029.73	169,029.73	4,050.00	
	Aivii 3 Iotai			201,000.00	107,027.73	107,027.73	4,050.00	
PHA Wide	Operations	1406		15,361.00	80,601.27	0.00	0.00	
PHA Wide	Administration	1410		55,351.00	55,351.00	55,351.00	55,351.00	C: 6/10
TITE WILL	1410 Salaries: Executive Director, Dep. Director	1110		55,551.00	20,001.00	55,551.00	55,551.00	C. 0/10
	Controller, Physical Development Coordinator							
	3 Accounting Clerks, 3 Maintenance Foreman.							
PHA Wide	Audit	1411		1,000.00	1,000.00	1,000.00	1,000.00	
PHA Wide	Fees & Costs	1430		24,800.00	24,800.00	24,800.00	22,844.82	A: 11/09
						, , , , , , , , , , , , , , , , , , ,		
	PHA Wide Total			96,512.00	161,752.27	81,151.00	79,195.82	
	Capital Grant Total			553,512.00	553,512.00	472,910.73	227,379.82	
				,	,.	,	,	

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

#### Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacment Housing Factor and Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program										
PHA Name:					Federal FFY of Grant:					
Bradford Cour	nty Housing Authority				2009					
Development Number/Name	All Funds (Quarter E	s Obligated inding Date)	Reasons for Revised Target Dates <sup>1</sup>							
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date						
PA 64-1	9/14/2011	9/30/2010	9/14/2013							
PA 64-2	9/14/2011	9/30/2010	9/14/2013							
PA 64-3	9/14/2011	9/30/2010	9/14/2013							
PA 64-4	9/14/2011	9/30/2010	9/14/2013							
PA 64-5	9/14/2011	9/30/2010	9/14/2013							
PA 64-6	9/14/2011	9/30/2010	9/14/2013							
PHA Wide	9/14/2011	12/31/2010	9/14/2013							

<sup>&</sup>lt;sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Su	·				
PHA Namo		Grant Type and Number:			FFY of Grant:
Dradfor	ed County Housing Authority	Capital Fund Program Grant N Date of CFFP:	Io.: PA26P06450109	placement Housing Factor Grant No:	2009
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:
Type of Gr	ant	1			
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	tement (revision no:	_)	
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance an	nd Evaluation Report		
TiN.	C		Estimated Cost	Total Actual Cost	
Line No.	Summary by Development Account  Total non-CFP Funds	Original	Revised 2	Obligated	Expended
2		0.00	0.00	0.00	0.00
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	5,161.00	80,601.00	80,601.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of line 20)	55,351.00	55,351.00	55,351.00	55,351.00
5	1411 Audit	1,000.00	1,000.00	1,000.00	1,000.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	35,000.00	24,800.00	24,800.00	22,844.82
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	25,000.00	29,300.00	29,300.00	26,956.00
10	1460 Dwelling Structures	432,000.00	352,460.00	352,460.00	121,228.00
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	10,000.00	10,000.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sum of lines 2 - 19)	553,512.00	553,512.00	553,512.00	227,379.82
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Activities	27,000.00	39,700.00	39,700.00	0.00
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	26,860.00	26,860.00	0.00
25	Amount of line 20 Related to Energy Conservation Measures	130,000,00	68.700.00	68.700.00	40.230.00

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

 $<sup>^{2}</sup>$  To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacement Housing Factor and Capital Fund Financing Program U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

Part I: Summary						
PHA Name:	Grant Type and Numb Capital Fund Program Gran		acement Housing Factor Grant No	FFY of Grant: 2009		
Bradford County Housing Authority	Date of CFFP: FFY of Grant Ap					
Type of Grant  X Original Annual Statement Reserve for Disasters/Emergencies  Performance and Evaluation report for Program Year Ending		statement (revision no: 2	ý			
Line Summary by Development Account	To	tal Estimated Cost	Total Actual	Total Actual Cost '		
	Original	Revised 2	Obligated	Expended		
Signature of Executive Director	Date 12/31/201	Signature of Public Housing Dir	elle (ii)	Chy/11		

HA Name:		Grant Type and	l Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26P06450109 CFFP (Yes/No): No				): No		
radford Cou	anty Housing Authority	Replacement Ho	2009					
Development			Quantity	Total Estimated Cost		Total Act	ual Cost	2009
Number/Name	General Description of Major	Development		I			Status of Proposed Wor	
HA-Wide	Work Categories	Account		Original	Revised 2	Funds	Funds	
Activities		Number				Obligated 2	Expended 2	
AMP 1								
PA 64-2	Siding Replacement	1460	9500 sq ft	45,000.00	58,700.00	58,700.00	53 530 00	A: 7/10 C:
PA 64-2	Toilets	1460	20	6,000.00	6,700.00	6,700.00		A: 7/10 C:
171 04-2	PA 64-2 Total	1400	20	51,000.00	65,400.00	65,400.00	53,530.00	71. 7/10 C.
	11101210111			21,000.00	02,100.00	02,100.00	22,220.00	
	AMD 1 T. A. I			51 000 00	<i>(5.400.00</i>	(5.400.00	52 520 00	
	AMP 1 Total			51,000.00	65,400.00	65,400.00	53,530.00	
AMP 2								
AMP 2								
PA 64-4	Generator Replacement	1460	1	45,000.00	0.00	0.00	0.00	Move to 2011
PA 64-4	Refurbish Kitchens	1460	62	60,000.00	58,510.00	58,510.00		A: 7/10 C:
PA 64-4	Compactor Upgrade	1460	1	3,000.00	0.00	0.00		Deleted by Maint
PA 64-4	Concrete Work (from 2014)	1450	17 cb yds	0.00	29,300.00	29,300.00		A: 7/10 C:
	PA 64-4 Total		Ť	108,000.00	87,810.00	87,810.00	53,056.00	
PA 64-6	Window Replacement (Comm Rm Only - scope change)	1470	300 sq ft	10,000.00	10,000.00	10,000.00		A: 7/10 C:
PA 64-6	Kitchen Upgrades (from 2012)	1460	10	0.00	59,520.00	59,520.00		A: 7/10 C:
PA 64-6	Walkway Lighting	1450	1	25,000.00	0.00	0.00		Move to 2011
PA 64-6	Additional Emergency Bells	1460	5	2,000.00	0.00	0.00		Move to 2011
	PA 64-6 Total			37,000.00	69,520.00	69,520.00	37,548.00	
	AMP 2 Total			145,000.00	157,330.00	157,330.00	90,604.00	
	AMP 2 Total			145,000.00	157,330.00	157,330.00	90,004.00	
AMP 3		1			+	+		
PA 64-3	Lighting	1460	100	35,000.00	0.00	0.00	().00	Move to 2012
PA 64-3	Window Upgrades	1460	300	20,000.00	0.00	0.00		Move to 2013
PA 64-3	Replace Toilets	1460	69	30,000.00	39,700.00	39,700.00		A: 7/10 C:
PA 64-3	Refubish Kitchens	1460	62	60,000.00	55,520.00	55,520.00		A: 7/10 C:
PA 64-3	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00		A: 7/10 C:
	PA 64-3 Total			148,000.00	107,220.00	107,220.00	4,050.00	
-				,	ŕ	ŕ	,	

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

	porting Pages							
PHA Name:		Grant Type and						Federal FY of Grant:
		Capital Fund Pro	gram Grant No.:	1	PA26P06450109	CFFP (Yes/No	o): No	
Bradford Cou	inty Housing Authority	Replacement Housing Factor Grant No.:						2009
Development		1		Total Estin	nated Cost	Total Act	tual Cost	2009
Number/Name	General Description of Major	Development	Quantity	Total Estili	nated Cost	Total Actual Cost		Status of Proposed Work (2)
HA-Wide	Work Categories	Account	<b>C</b>	Original	Revised 2	Funds	Funds	
Activities		Number				Obligated	Expended	
AMP 3 Cont.						Ŭ	*	
PA 64-5	Security System Upgrade	1460	1	20,000.00	36,909.73	36,909.73	0.00	A: 7/10 C:
PA 64-5	Refurbish Kitchens	1460	100	60,000.00	0.00	0.00	0.00	Moved to 2011
PA 64-5	Man Door In Overhead Door	1460	1	3,000.00	12,000.00	12,000.00		A: 7/10 C:
PA 64-5	Repair Sewer Line	1460	30 lf	10,000.00	12,900.00	12,900.00		A: 7/10 C:
PA 64-5	Window Upgrades	1460	300	20,000.00	0.00	0.00	0.00	Deleted
	PA 64-5 Total			113,000.00	61,809.73	61,809.73	0.00	
	AMP 3 Total			261,000.00	169,029.73	169,029.73	4,050.00	
				,	,	,	//	
PHA Wide	Operations	1406		15,361.00	80,601.27	0.00	0.00	
PHA Wide	Administration	1410		55,351.00	55,351.00	55,351.00	55,351.00	C: 6/10
	1410 Salaries: Executive Director, Dep. Director							
	Controller, Physical Development Coordinator							
	3 Accounting Clerks, 3 Maintenance Foreman.							
PHA Wide	Audit	1411		1,000.00	1,000.00	1,000.00	1,000.00	
PHA Wide	Fees & Costs	1430		24,800.00	24,800.00	24,800.00	22,844.82	A: 11/09
	PHA Wide Total			96,512.00	161,752.27	81,151.00	79,195.82	
	THA WICE Total			70,512.00	101,732.27	01,131.00	77,175.02	+
								+
	Capital Grant Total			553,512.00	553,512.00	472,910.73	227,379.82	
								-
								-
		1						1
		1						1

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement <sup>2</sup> To be completed for the Perofrmance and Evaluation Report.

#### Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacment Housing Factor and Capital Fund Financing Program

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program										
PHA Name:					Federal FFY of Grant:					
Bradford Cour	nty Housing Authority				2009					
Development Number/Name	All Funds (Quarter E	s Obligated inding Date)	Reasons for Revised Target Dates <sup>1</sup>							
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date						
PA 64-1	9/14/2011	9/30/2010	9/14/2013							
PA 64-2	9/14/2011	9/30/2010	9/14/2013							
PA 64-3	9/14/2011	9/30/2010	9/14/2013							
PA 64-4	9/14/2011	9/30/2010	9/14/2013							
PA 64-5	9/14/2011	9/30/2010	9/14/2013							
PA 64-6	9/14/2011	9/30/2010	9/14/2013							
PHA Wide	9/14/2011	12/31/2010	9/14/2013							

<sup>&</sup>lt;sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

-				EA	JII CS 4/50/2011					
Part I: Su										
PHA Nam	e:	Grant Type and Number Capital Fund Program Grant Date of CFFP:		placement Housing Factor Grant No:	FFY of Grant:  2009 CFRG  FFY of Grant Approval:					
	County Housing Authority									
Type of G										
	Annual Statement Reserve for Disasters/Emergencies	Revised Annual st		.)						
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance and Evaluation Report								
Line No	Summary by Development Account	Original Tota	l Estimated Cost  Revised 2	Total Actual Cos Obligated	Expended Expended					
1	Total non-CFP Funds	0.00	0.00	0.00	0.00					
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	0.00	0.00	0.00	0.00					
3	1408 Management Improvements	0.00	0.00	0.00	0.00					
4	1410 Administration (may not exceed 10% of line 20)	66,373.00	63,195.41	63,195.41	63,195.41					
5	1411 Audit	0.00	0.00	0.00	0.00					
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00					
7	1430 Fees and Costs	55,300.00	55,656.91	55,656.91	55,656.91					
8	1440 Site Acquisition	0.00	0.00	0.00	0.00					
9	1450 Site Improvement	10,000.00	13,825.00	13,825.00	13,825.00					
10	1460 Dwelling Structures	519,917.00	533,305.68	533,305.68	533,305.68					
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00					
12	1470 Non-dwelling Structures	50,000.00	35,607.00	35,607.00	35,607.00					
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00					
14	1485 Demolition	0.00	0.00	0.00	0.00					
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00					
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00					
17	1499 Development Activities 4	0.00	0.00	0.00	0.00					
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00					
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00					
20	Amount of Annual Grant (sum of lines 2 - 19)	701,590.00	701,590.00	701,590.00	701,590.00					
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00					
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00					
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00					
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	17,695.00	17,695.00	17,695.00					
25	Amount of line 20 Related to Energy Conservation Measures	171,417.00	190,649.89	190,649.89	190,649.89					

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report Capital Fund Program, Capital Fund Program Replacement Housing Factor and Capital Fund Financing Program U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

	PA26S06450109	Replacement Housing Factor Grant No:	FFY of Grant: 2009 CFRG FFY of Grant Approval:
Final Performance and	Evaluation Report	j	
Total I	stimated Cost	Total Actu	
Original	Revised 2	Obligated	Expended
Date 12/31/2010	ignature of Rublic House	ing Director  4 Latellia GIA	Date H/1/
	Date of CFFP:  Revised Annual state Final Performance and Original Date S	Capital Fund Program Grant No.: PA26S06450109  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost  Original Revised Signature of Rublic House	Capital Fund Program Grant No.: PA26S06450109 Replacement Housing Factor Grant No.  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost Original Revised Obligated  Date Signature of Rublic Housing Director

Part II: Supp	porting Pages							
PHA Name:		Grant Type and	l Number:					Federal FY of Grant:
		Capital Fund Program Grant No.: PA26S06450109				CFFP (Yes/No	): No	
Bradford Cou	inty Housing Authority	Replacement Housing Factor Grant No.:						2009 CFRG Funding
Development Development		1	Į į	Total Estimated Cost		Total Actual Cost		2009 CI KG I unumg
Number/Name	General Description of Major	Development	Quantity					Status of Proposed Work
HA-Wide Activities	Work Categories	Account Number		Original	Revised 2	Funds Obligated	Funds Expended	•
	Replace Locksets in Units & Common Area	1460	60	25,000.00	25,084.86	25,084.86		From 2012 on 08 5 year
111 04 1	Replace Boilers w/ High Efficiency (Heating)	1460	4	50,000.00	58,571.89	58,571.89		From 2010 on 08 5 year
PA 64-2	Constant World Hair Donald Constant	1470	24	77.500.00	65.021.00	<i>(5</i> ,021,00	65.021.00	F 2000 00 5
PA 04-2	Concrete Work, Unit Porches, Steps & Landing Repair Parking Lots, Caulk Cracks & Seal	1460 1450	2335 sq ft	76,500.00	65,031.00 3,505.00	65,031.00 3,505.00		From 2009 on 08 5 year From 2012 on 08 5 year
				5,000.00				
	Install Security System, Cameras, DVR, Monitors	1460	1 System	20,000.00	17,695.00	17,695.00		Amended in to 08 5 year
	Replace Gas Risers (to meters) in units and garage	1460	20	13,000.00	12,000.00	12,000.00	12,000.00	From 2011 on 08 5 year
	AMP 1 TOTAL			189,500.00	181,887.75	181,887.75	181,887.75	
	AMPTIOTAL			189,500.00	101,007.75	101,007.75	101,007.75	
PA 64-4	Upgrade Roof Top A/C Units (increase capacity)	1460	3	20,000.00	30,500.00	30,500.00	30,500.00	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	1505 sq ft	50,000.00	17,990.00	17,990.00	17,990.00	From 2011 on 08 5 year
	Repair Parking Lot, Caulk Cracks & Seal	1450	4800 sq ft	5,000.00	10,320.00	10,320.00	10,320.00	From 2012 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	29,300.00	29,300.00		From 2012 on 08 5 year
PA 64-6	Purchase New Heated Storage Building	1470	1	25,000.00	19,228.50	19,228.50	19.228.50	From 2010 on 08 5 year
	New Split System A/C units	1460	2	3,000.00	2,468.00	2,468.00	2.468.00	Amended in to 08 5 year
	Replace Locksets in Units & Common Area	1460	40	15,000.00	19,352.00	19,352.00	19.352.00	From 2011 on 08 5 year
	Refurbish Kitchen Cabinets in Units Phase 1	1460	10 Units	60,000.00	66,340.00	66,340.00	66.340.00	From 2010 on 08 5 year
	Replace Interior Common Area Lighting	1460	1 System	11,417.00	26,100.00	26,100.00		From 2009 on 08 5 year
	AMP 2 TOTAL			214.417.00	221,598.50	221,598,50	221,598.50	
				,	,,		,	
					<del></del>			
		1						

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

HA Name:		Grant Type and	Number:					Federal FY of Grant:
		Capital Fund Pro	gram Grant No.:	р	A26S06450109	CFFP (Yes/No	)· No	
			C		1120500450107	C111 (103/110	). 110	
	nty Housing Authority	Replacement Ho	using Factor Grai			m		2009 CFRG Funding
Development		D 1	0	Total Estim	ated Cost	Total Actual Cost		Control of December 1 West (2)
Number/Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Original	Revised 2	Funds	Funds	Status of Proposed Work (2)
Activities	work Categories	Number		Original	Keviseu 2	Obligated	Expended	
Activities		Number				Obligated	Expended	<del> </del>
PA 64-3	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	36,983.36	36,983.36	36,983,36	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	945 sq ft	40,000.00	15,870.00	15,870.00		Amended in to 08 5 year
	Replace & Install Emergency Generator	1460	1	40,000.00	53,010.00	53,010.00	53,010.00	From 2009 on 08 5 year
	Purchase New Heated Storage Building	1470	1	25,000.00	16,378.50	16,378.50		From 2011 on 08 5 year
	Replace & Install Electrical Panels	1460	5	6,000.00	2,500.00	2,500.00	2,500.00	From 2009 on 08 5 year
PA 64-5	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	35,809.57	35,809.57		From 2011 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	18,700.00	18,700.00	18,700.00	From 2012 on 08 5 year
	AMP 3 TOTAL			176,000.00	179,251.43	179,251.43	179,251.43	
	AMIT 3 TOTAL			170,000.00	179,231.43	179,231.43	179,231.43	
PHA Wide	Administrative Salary related to CFRG	1410		28,200.00	27,515.41	27,515.41	27,500.00	<del> </del>
11111 11140	Administrative Exp (Sundry Items)	1410		6,673.00	3,824.00	3,824.00	3,824.00	
	Maintenance Salary Related to CFRG	1410		30,000.00	27,500.00	27,500.00	26,032.94	
	Audit of CFRG	1410		1,500.00	4,356.00	4,356.00	4,356.00	
							·	
	Fees & Costs: Architects & Engineering							
	for \$579,917.00 in proposed projects	1430		53,500.00	53,500.25	53,500.25	53,500.25	
	Reimbursable Expenses related to services	1430		1,800.00	2,156.66	2,156.66	2,156.66	
	TOTAL PHA WIDE			121,673.00	118,852.32	118,852.32	117,369.85	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	700,107.53	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	/00,107.55	
		+						
								<del> </del>
		_		+		1		<del> </del>

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part III: Imp	lementation Schedule	for Capital Fund Fin	ancing Progr	am				
PHA Name:							Federal FFY of Grant:	
Bradford Cou	nty Housing Authority					2009 CFRG Funding		
Development Number/Name		Obligated nding Date)	All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>1</sup>		
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original E End		Actual Expenditure End Date			
			60%	100%				
PA 64-1	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-2	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-3	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-4	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-5	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-6	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PHA Wide	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	

<sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

-				2.4	JII CS 4/50/2011						
Part I: Su											
PHA Nam		Grant Type and Number Capital Fund Program Grant Date of CFFP:		placement Housing Factor Grant No:	FFY of Grant: 2009 CFRG  FFY of Grant Approval:						
	County Housing Authority										
Type of G											
	Annual Statement Reserve for Disasters/Emergencies	Revised Annual st		.)							
X Perform	ance and Evaluation report for Program Year Ending 12/31/2010	Final Performance and Evaluation Report  Total Estimated Cost  Total Actual Cost									
Line No	Summary by Development Account	Original Tota	Revised <sup>2</sup>	Total Actual Cos Obligated	Expended Expended						
1	Total non-CFP Funds	0.00	0.00	0.00	0.00						
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	0.00	0.00	0.00	0.00						
3	1408 Management Improvements	0.00	0.00	0.00	0.00						
4	1410 Administration (may not exceed 10% of line 20)	66,373.00	63,195.41	63,195.41	63,195.41						
5	1411 Audit	0.00	0.00	0.00	0.00						
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00						
7	1430 Fees and Costs	55,300.00	55,656.91	55,656.91	55,656.91						
8	1440 Site Acquisition	0.00	0.00	0.00	0.00						
9	1450 Site Improvement	10,000.00	13,825.00	13,825.00	13,825.00						
10	1460 Dwelling Structures	519,917.00	533,305.68	533,305.68	533,305.68						
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00						
12	1470 Non-dwelling Structures	50,000.00	35,607.00	35,607.00	35,607.00						
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00						
14	1485 Demolition	0.00	0.00	0.00	0.00						
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00						
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00						
17	1499 Development Activities 4	0.00	0.00	0.00	0.00						
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00						
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00						
20	Amount of Annual Grant (sum of lines 2 - 19)	701,590.00	701,590.00	701,590.00	701,590.00						
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00						
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00						
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00						
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	17,695.00	17,695.00	17,695.00						
25	Amount of line 20 Related to Energy Conservation Measures	171,417.00	190,649.89	190,649.89	190,649.89						

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

	PA26S06450109	Replacement Housing Factor Grant No:	FFY of Grant: 2009 CFRG FFY of Grant Approval:	
Final Performance and	Evaluation Report	).		
Total I	stimated Cost	Total Actual Cost		
Original	Revised 2	Obligated	Expended	
Date   S	ignature of Rublic Hous	Ing Director  A Late this GIA	Date H/1/	
	Revised Annual state Final Performance and Original Date S	Capital Fund Program Grant No.: PA26S06450109  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost  Original Revised Signature of Rublic Hous	Capital Fund Program Grant No.: PA26S06450109 Replacement Housing Factor Grant No.  Date of CFFP:  Revised Annual statement (revision no:  Final Performance and Evaluation Report  Total Estimated Cost Original Revised Obligated  Date Signature of Rublic Housing Director	

Part II: Supp	porting Pages							
PHA Name:		Grant Type and	l Number:					Federal FY of Grant:
		Capital Fund Pro	ogram Grant No.:		PA26S06450109	CFFP (Yes/No	): No	
Bradford Cou	inty Housing Authority		using Factor Gra	·				2009 CFRG Funding
Development	Inty Housing Authority	1	Į į	Total Estimated Cost		Total Actual Cost		2009 CI KG I ullullig
Number/Name	General Description of Major	Development	Quantity			-		Status of Proposed Work
HA-Wide Activities	Work Categories	Account Number		Original	Revised 2	Funds Obligated	Funds Expended	
	Replace Locksets in Units & Common Area	1460	60	25,000.00	25,084.86	25,084.86		From 2012 on 08 5 year
111 04 1	Replace Boilers w/ High Efficiency (Heating)	1460	4	50,000.00	58,571.89	58,571.89		From 2010 on 08 5 year
PA 64-2	Constant World Hair Donald Constant	1.170	24	77.500.00	65.021.00	<i>(5</i> ,021,00	65.021.00	F 2000 08 5
PA 04-2	Concrete Work, Unit Porches, Steps & Landing Repair Parking Lots, Caulk Cracks & Seal	1460 1450	2335 sq ft	76,500.00	65,031.00 3,505.00	65,031.00 3,505.00		From 2009 on 08 5 year From 2012 on 08 5 year
				5,000.00				
	Install Security System, Cameras, DVR, Monitors	1460	1 System	20,000.00	17,695.00	17,695.00		Amended in to 08 5 year
	Replace Gas Risers (to meters) in units and garage	1460	20	13,000.00	12,000.00	12,000.00	12,000.00	From 2011 on 08 5 year
	AMP 1 TOTAL			189,500.00	181,887.75	181,887.75	181,887.75	
	AMPTIOTAL			189,500.00	101,007.75	101,007.75	101,007.75	
PA 64-4	Upgrade Roof Top A/C Units (increase capacity)	1460	3	20,000.00	30,500.00	30,500.00	30,500.00	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	1505 sq ft	50,000.00	17,990.00	17,990.00		From 2011 on 08 5 year
	Repair Parking Lot, Caulk Cracks & Seal	1450	4800 sq ft	5,000.00	10,320.00	10,320.00	10,320.00	From 2012 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	29,300.00	29,300.00	29,300.00	From 2012 on 08 5 year
PA 64-6	Purchase New Heated Storage Building	1470	1	25,000.00	19,228.50	19,228.50	19.228.50	From 2010 on 08 5 year
	New Split System A/C units	1460	2	3,000.00	2,468.00	2,468.00	2,468.00	Amended in to 08 5 year
	Replace Locksets in Units & Common Area	1460	40	15,000.00	19,352.00	19,352.00	19,352.00	From 2011 on 08 5 year
	Refurbish Kitchen Cabinets in Units Phase 1	1460	10 Units	60,000.00	66,340.00	66,340.00	66,340.00	From 2010 on 08 5 year
	Replace Interior Common Area Lighting	1460	1 System	11,417.00	26,100.00	26,100.00		From 2009 on 08 5 year
	AMP 2 TOTAL			214.417.00	221,598.50	221,598,50	221,598.50	
				,	,	,	,	

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

HA Name:		Grant Type and	Number:					Federal FY of Grant:
		Capital Fund Pro	gram Grant No.:	р	A26S06450109	CFFP (Yes/No	)· No	
			C		1120500450107	C111 (103/110	). 110	
	nty Housing Authority	Replacement Ho	using Factor Grai			m		2009 CFRG Funding
Development		D 1	0	Total Estim	ated Cost	Total Actual Cost		Control of December 1 West (2)
Number/Name HA-Wide	General Description of Major Work Categories	Development Account	Quantity	Original	Revised 2	Funds	Funds	Status of Proposed Work (2)
Activities	work Categories	Number		Original	Keviseu 2	Obligated	Expended	
Activities		Number				Obligated	Expended	<del> </del>
PA 64-3	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	36,983.36	36,983.36	36,983,36	From 2011 on 08 5 year
	Replace Carpet in common areas & hallways	1460	945 sq ft	40,000.00	15,870.00	15,870.00		Amended in to 08 5 year
	Replace & Install Emergency Generator	1460	1	40,000.00	53,010.00	53,010.00	53,010.00	From 2009 on 08 5 year
	Purchase New Heated Storage Building	1470	1	25,000.00	16,378.50	16,378.50		From 2011 on 08 5 year
	Replace & Install Electrical Panels	1460	5	6,000.00	2,500.00	2,500.00	2,500.00	From 2009 on 08 5 year
PA 64-5	Upgrade Roof Top A/C Unit (increase capacity)	1460	1	20,000.00	35,809.57	35,809.57		From 2011 on 08 5 year
	Install New Toilets (Low volume flush)	1460	100	25,000.00	18,700.00	18,700.00	18,700.00	From 2012 on 08 5 year
	AMP 3 TOTAL			176,000.00	179,251.43	179,251.43	179,251.43	
	AMIT 3 TOTAL			170,000.00	179,231.43	179,231.43	179,231.43	
PHA Wide	Administrative Salary related to CFRG	1410		28,200.00	27,515.41	27,515.41	27,500.00	<del> </del>
11111 11140	Administrative Exp (Sundry Items)	1410		6,673.00	3,824.00	3,824.00	3,824.00	
	Maintenance Salary Related to CFRG	1410		30,000.00	27,500.00	27,500.00	26,032.94	
	Audit of CFRG	1410		1,500.00	4,356.00	4,356.00	4,356.00	
							·	
	Fees & Costs: Architects & Engineering							
	for \$579,917.00 in proposed projects	1430		53,500.00	53,500.25	53,500.25	53,500.25	
	Reimbursable Expenses related to services	1430		1,800.00	2,156.66	2,156.66	2,156.66	
	TOTAL PHA WIDE			121,673.00	118,852.32	118,852.32	117,369.85	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	700,107.53	
	CFRG GRANT TOTAL			701,590.00	701,590.00	701,590.00	/00,107.55	
		+						
								<del> </del>
		_		+		1		<del> </del>

<sup>\*</sup>To be completed for the Performance and Evaluation Report or a revised Annual Statement \*To be completed for the Perofrmance and Evaluation Report.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part III: Imp	lementation Schedule	for Capital Fund Fin	ancing Progr	am				
PHA Name:							Federal FFY of Grant:	
Bradford Cou	nty Housing Authority					2009 CFRG Funding		
Development Number/Name		Obligated nding Date)	All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>1</sup>		
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original E End		Actual Expenditure End Date			
			60%	100%				
PA 64-1	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-2	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-3	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-4	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-5	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PA 64-6	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	
PHA Wide	3/17/2010	12/31/2009	3/17/2011	3/17/2012	12/31/2010	Per HUD Guid	lance	

<sup>1</sup> Obligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Su										
PHA Nam	e:	Grant Type and Number			FFY of Grant:					
Dag de	ad Country Housing Authority	Capital Fund Program Grant I	No.:	lacement Housing Factor Grant No:	2011					
Bradio	rd County Housing Authority	Date of CFFP:			FFY of Grant Approval:					
Type of G	eant	ı								
	l Annual Statement Reserve for Disasters/Emergencies	Revised Annual sta	atement (revision no:	)						
	ance and Evaluation report for Program Year Ending	Final Performance and Evaluation Report								
		Total	t ¹							
Line No.	Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Expended					
1	Total non-CFP Funds	0.00	0.00	0.00	0.00					
2	1406 Operations (may not exceed 20% of line 20) <sup>3</sup>	14,351.00	0.00	0.00	0.00					
3	1408 Management Improvements	0.00	0.00	0.00	0.00					
4	1410 Administration (may not exceed 10% of line 20)	54,900.00	0.00	0.00	0.00					
5	1411 Audit	1,000.00	0.00	0.00	0.00					
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00					
7	1430 Fees and Costs	28,000.00	0.00	0.00	0.00					
8	1440 Site Acquisition	0.00	0.00	0.00	0.00					
9	1450 Site Improvement	101,000.00	0.00	0.00	0.00					
10	1460 Dwelling Structures	255,000.00	0.00	0.00	0.00					
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	0.00	0.00	0.00					
12	1470 Non-dwelling Structures	95,000.00	0.00	0.00	0.00					
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00					
14	1485 Demolition	0.00	0.00	0.00	0.00					
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00					
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00					
17	1499 Development Activities <sup>4</sup>	0.00	0.00	0.00	0.00					
18a	1501 Collateralization or Debt Service paid by the PHA	0.00	0.00	0.00	0.00					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00					
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00					
20	Amount of Annual Grant (sum of lines 2 - 19)	549,251.00	0.00	0.00	0.00					
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00					
22	Amount of line 20 Related to Section 504 Activities	0.00	0.00	0.00	0.00					
23	Amount of line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00					
24	Amount of line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00					
25	Amount of line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00					

<sup>&</sup>lt;sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>&</sup>lt;sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>&</sup>lt;sup>4</sup> RHF funds shall be included here.

U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011

Part I: Summary				
PHA Name:	Grant Type and Number Capital Fund Program Grant I Date of CFFP:		lacement Housing Factor Grant No:	FFY of Grant: 2011 FFY of Grant Approval:
Bradiord County Flousing Authority				
Type of Grant  x Original Annual Statement Reserve for Disasters/Emergencies Performance and Evaluation report for Program Year Ending		atement (revision no:	.)	
Line   Summary by Development Account	Tota	l Estimated Cost	Total Actual Cost	1
Line Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Expended
Signature of Executive Director		Signature of Public Housing Di	rector	Date
Kelley Cevette	7/29/2011	Deanu S	Selky to	8/3/11

HA Name:		Grant Type an	d Number:					Federal FY of Grant:	
			ogram Grant No.:			CFFP (Yes/No	). No		
radford Cou	inty Housing Authority					C111 (103/140	7). 140		
	, ,	Replacement H	ousing Factor Gran					2011	
Development				Total Estimated Cost		Total Actual Cost			
Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	Status of Proposed Work	
AMP 1		Nullibei				Obligated	Expended		
PA 64-1	Install Vanaties in Bathroom	1460	50	18,000.00	0.00	0.00	0.00		
1 A 04-1	Flagpole lighting	1450	1 light	1.000.00	0.00	0.00	0.00		
	Roof Drain - A Building	1460	50lf	5,000.00	0.00	0.00	0.00		
	Roof Brain - A Building	1400	3011	3,000.00	0.00	0.00	0.00		
PA 64-2	Sidewalk Replacement	1450	1000sf	5,000.00	0.00	0.00	0.00		
111012	Pave Parking Lot	1450	8200sf	10,000.00	0.00	0.00	0.00		
	Smoke Detectors and Co2 Detectors	1460	20units	20,000.00	0.00	0.00	0.00		
	Smoke Beteeters and Co2 Beteeters	1100	Zoumes	20,000.00	0.00	0.00	0.00		
	AMP 1 TOTAL			59,000.00	0.00	0.00	0.00		
				,					
AMP2									
PA 64-4	Generator Replacement	1460	1	70,000.00	0.00	0.00	0.00		
	Replace Water & Heat Lines / Valves	1460	100 units	20,000.00	0.00	0.00	0.00		
	Hallway Carpet	1450	8000sf	35,000.00	0.00	0.00	0.00		
	Boiler Replacement	1470	3	75,000.00	0.00	0.00	0.00		
PA 64-6	Handrail in Hallways	1460	400lf	5,000.00	0.00	0.00	0.00		
	Community Room Kitchen Upgrades	1470	1 kitchen	20,000.00	0.00	0.00	0.00		
	Replace Front Sidewalk	1450	500sf	10,000.00	0.00	0.00	0.00		
	Fire Alarm Replacement Additional Emergency Bells	1460 1460	30 units	30,000.00 2,000.00	0.00	0.00	0.00		
	Walkway Lighting	1450	2 light poles	10,000.00	0.00	0.00	0.00		
	Walkway Lighting	1430	2 light poles	10,000.00	0.00	0.00	0.00		
	AMP 2 TOTAL			277,000.00	0.00	0.00	0.00		
	111111 2 10 1112			277,00000	0.00	0.00	0.00		
AMP2			†						
PA 64-3	Back Flow Prev. Domestic & Hydronic sys.	1460	6valves	10,000.00	0.00	0.00	0.00		
	Boiler Replacement	1460	3	75,000.00	0.00	0.00	0.00		
PA 64-5	New Common Area Floors	1450	2000 sf	30,000.00	0.00	0.00	0.00		
	AMP 3 TOTAL			115,000.00	0.00	0.00	0.00		
	AWIT 3 TOTAL		<del>                                     </del>	115,000.00	0.00	0.00	0.00		

<sup>&</sup>lt;sup>2</sup> To be completed for the Performance and Evaluation Report or a revised Annual Statement Cobe completed for the Performance and Evaluation Report.

Part II: Supporting Pages											
PHA Name:		Grant Type and	l Number:					Federal FY of Grant:			
		Capital Fund Pro	gram Grant No.:	:	0	CFFP (Yes/No	o): No				
Bradford Cou	nty Housing Authority	Replacement Ho						2011			
Development		replacement 110	using ructor Gra	Total Estin	nated Cost	Total Ac	tual Cost	2011			
Number/Name	General Description of Major	Development	Quantity	Total Estil	nated Cost	Total Ac	tuai Cost	Status of Proposed Work (2)			
HA-Wide	Work Categories	Account	<b>Q</b>	Original	Revised (1)	Funds	Funds				
Activities	C	Number		Ü	, ,	Obligated (2)	Expended (2)				
		1.00		11.051.00							
PHA WIDE	Operations	1406		14,351.00	0.00	0.00	0.00				
	Administrative	1410 1411		54,900.00							
	Audit Architect & Engineering	1411		1,000.00 28,000.00							
	Architect & Engineering	1430		28,000.00							
	PHA Wide Total			98,251.00	0.00	0.00	0.00				
	GRANT TOTAL			549,251.00	0.00	0.00	0.00				

To be completed for the Performance and Evaluation Report or a revised Annual Statement To be completed for the Perofrmance and Evaluation Report.

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part III: Imp	lementation Schedule	for Capital Fund Fin	ancing Program		
PHA Name:					Federal FFY of Grant:
Bradford Cou	nty Housing Authority				2010
Development Number/Name	All Funds (Quarter E	All Funds Obligated All Funds Expend. (Quarter Ending Date) (Quarter Ending Date)			Reasons for Revised Target Dates <sup>1</sup>
HA-Wide Activities	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
PA 64-1	9/14/2012		9/14/2014		
PA 64-2	9/14/2012		9/14/2014		
PA 64-3	9/14/2012		9/14/2014		
PA 64-4	9/14/2012		9/14/2014		
PA 64-5	9/14/2012		9/14/2014		
PA 64-6	9/14/2012		9/14/2014		
PHA Wide	9/14/2012		9/14/2014		

TObligation and expenditure end dates can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

#### **Capital Fund Program - Five-Year Action Plan**

U. S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 4/30/2011

Par	t 1: Summary					
PHA	Name				X Origi	nal 5-Year Plan
Bra	dford County Housing Authority				Revis	sion No.:
		Work Statement for	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
	Development	Year 1				
A.	Number and Name	FFY <u>2011</u>	FFY 2012	FFY 2013	FFY 2014	FFY 2015
	IAMD 1 1450 Cita Immercament	A 1.0.	25,000,00	0.00	4.500.00	0.00
B.	AMP-1 1450 Site Improvement	Annual Statement	35,000.00	0.00	4,500.00	0.00
C.	AMP-1 1460 Dwelling Structures		65,000.00	272,500.00	20,000.00	171,000.00
D.	AMP-1 1470 Non-Dwelling Structures		35,000.00	0.00	0.00	0.00
E	AMP-2 1450 Site Improvement		55,000,00	0.000.00	40,000,00	20,000,00
F.	-		55,000.00	8,000.00	40,000.00	20,000.00
G.	AMP-2 1460 Dwelling Structures		76,000.00	102,000.00	295,000.00	227,265.00
	AMP-2 1470 Non-Dwelling Structures		0.00	0.00	0.00	0.00
J.	AMP-3 1450 Site Improvement		20,000.00	52,500.00	7,500.00	0.00
K.	AMP-3 1460 Dwelling Structures		160,000.00	30,000.00	68,000.00	32,000.00
M.	AMP-3 1470 Non-Dwelling Structure		0.00	5,000.00	0.00	0.00
N.	AMP-3 1475 Non-Dwelling Equipment		0.00	0.00	10,500.00	3,000.00
O.	PHA Wide 1406 Operations		29,112.00	5,112.00	29,612.00	21,847.00
P.	PHA Wide 1410 MGT Fees		55,000.00	55,000.00	55,000.00	55,000.00
Q.	PHA Wide 1411 Audit		1,000.00	1,000.00	1,000.00	1,000.00
	PHA Wide 1430 Fees & Costs Architech					
R.	& Engineering		22,400.00	22,400.00	22,400.00	22,400.00
	Grand Total		553,512.00	553,512.00	553,512.00	553,512.00

Office of Public and Indian Housing

OMB No. 2577-0226 Expires 4/30/2011

Work 2011		Work Statement for Year 2 FFY 2012				Activities for Year: 3 FFY Grant: 2013		
-	Development	Major Work Categories	Qty	Estimated Cost	Development	Major Work Categories	Qty	Estimated Cost
	Name/Number AMP 1	Major Work Categories	Qty	Estimated Cost	Name/Number AMP 1	Major work Categories	Qıy	Estimated Cost
	PA 64-1	1460			PA 64-1	1460		
						Replace Roof and Soffit	18000sf	130,000.00
		Bath Lighting Replacement	50	5,000.00		Handicap Accesibility improvements	3	35,000.00
		5 5 1				Common Area Lighting, Occ. Sensors	1	30,000.00
						Apartment Flooring	10000 sqf	37,500.00
		1450						
		Sidewalk Replacement	300sf	10,000.00				
		Handicap ramp replacement	200sf	25,000.00		PA 64-1 TOTAL		232,500.00
	D1 (14	PA 64-1 TOTAL		40,000.00				
	PA 64-2	1460	20	10,000,00				
-		Replace Apartment Electrical Components Replace Electrical Panels	20 20	10,000.00 20,000.00				
=		Replace Roofs Replace Roofs		30,000.00				
-		Replace Roofs	12000 sqf	30,000.00				
-		1470			PA 64-2	1460		
		New Siding on Sheds	5000 sqf	20,000.00	17104-2	Handicap Apartment Upgrades	2	40,000.00
-		Siding and Insulation Garage	960 sqf	15,000.00		Figure 1 parament opgrades		10,000.00
-		PA 64-2 TOTAL	>00 sqr	95,000.00				
						1450		
						Sidewalks to 2011		
						PA 64-2 TOTAL		40,000.00
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	Tot	al CFP Year Estimated Cost		135,000.00		Total CFP Year Estimated Cost		272,500.00

# Capital Fund Program Five-Year Action Plan

Activities for		Activities for Year: 4				Activities for Year: 5		
Year 1		FFY Grant: 2014				FFY Grant: 2015		
1 cai 1		PHA FY:				PHA FY:		
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost
	AMP 1				AMP 1			
	PA 64-1	1450			PA 64-1	1460		
-		Landscaping	200 sqf	3,000.00		Electrical Outlet & Light Switches	48	8,000.00
		Flagpole lighting	1	1,500.00		Ventilation System upgrades	2	75,000.00
-						Common Area Flooring Lobby Upgrades	3000 sqf	30,000.00
-						Lobby Upgrades	100 sqf	8,000.00
-						Backflow prevention water line PA 64-1 TOTAL	1	5,000.00 <b>126,000.00</b>
-		DA CALITOTAL		4.500.00		PA 64-1 101AL		126,000.00
-		PA-64-1 TOTAL		4,500.00	PA 64-2	1460		
-	PA 64-2	1460			PA 04-2	1400		
-	FA 04-2	1400				Water Line Replacement	80lf	25,000.00
-						Water Heaters	20	15,000.00
-						Landscaping and New Sign	300 sqf	5,000.00
-		Apt. Floor Tile	12000 sqf	20,000.00		Landscaping and New Sign	500 sq1	3,000.00
-		Apt. Ploof The	12000 sq1	20,000.00				
See		1450				PA 64-2 TOTAL		45,000.00
Sec		Pave parking lot to 2011				1A 04-2 TOTAL		45,000.00
Annual		PA 64-2 TOTAL		20,000.00				
- Alliiuui		171 04-2 TOTAL		20,000.00				
Statement								
Statement								
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-	Tot	al CFP Year Estimated Cost		24,500.00	1	Total CFP Year Estimated Cost		171,000.00
	100	1001 250111000 0000		,000.00		Total CFF Teaf Estilliated Cost		2. 2,000.00

Activities for		Activities for Year: 2				Activities for Year: 3			
Year 1		FFY Grant: 2012			FFY Grant: 2013				
1 cai 1		PHA FY:				PHA FY:			
-	Development			1	Development	1	г т		
	Name/Number	Major Work Categories	Qty	Estimated Cost	Name/Number	Major Work Categories	Qty	Estimated Cost	
	AMP 2	magor worn categories	Ψ.0	Estimated Cost	Name/Number AMP 2	major worn categories	Ψ.,	Estimated Cost	
-	PA 64-4	1460			PA 64-4	1460			
		Replace Main Electrical Feed and Panel upgra	5	20,000.00		Additional Handicap Access Work	2 apts.	50,000.00	
		Repair Roof Drain Comm Room	50 lf	10,000.00		Replace Sewer Lines	20lf	10,000.00	
		Additional Strobes	30	6,000.00		•		*	
See		Dining room door modifications	1	10,000.00					
		1450							
		Replace light poles	10	20,000.00					
		Breezeway to Towers	300 sqf	20,000.00					
Annual		PA 64-4 TOTAL	•	86,000.00		PA 64-4 TOTAL		60,000.00	
Statement									
					PA 64-6	1460			
						Tub Cut Safeways	30	22,000.00	
						Security Camera upgrades	16	20,000.00	
						1450			
	PA 64-6	1460				Additional Parking Paving Work	400 sqf	8,000.00	
		Replace Exterior Doors	9	5,000.00					
		Replace Exhaust Motors	5	5,000.00		PA 64-6 TOTAL		50,000.00	
		New Electric Entry System	1	20,000.00					
		1450		120000					
		Exterior Siding Upgrades	500 sqf	15,000.00					
		D. C.		45.000.00					
		PA 64-6 TOTAL		45,000.00					
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	Tot	al CFP Year Estimated Cost		131,000.00		Total CFP Year Estimated Cost		110,000.00	

Activities for		Activities for Year: 4				Activities for Year: 5		
Year 1		FFY Grant: 2014				FFY Grant: 2015		
10 1		PHA FY:				PHA FY:		
	Development				Development			
	Name/Number AMP 2	Major Work Categories	Qty	Estimated Cost	Name/Number AMP 2	Major Work Categories	Qty	Estimated Cost
-	PA 64-4	1460			PA 64-4			
		Additional Handicap Access work phase 2	2 Apts	50,000.00	111011	1450		
		Front Lobby Entrance Upgrades	600sf	40,000.00		Side Walk Around Building	400 LF	20,000.00
		Roof replacement	20652 sqf	150,000.00		8		-,
		Automatic Entrance Doors	2	5,000.00				
g						1470		
See						1460		
Annual		1450				Replace Handrails	1200lf	15,000.00
		Replace Front Entry Walk	300sf	10,000.00		Covered Entrance	300 sqf	25,000.00
Statement		Re-pave parking lot add spaces	10000sf	30,000.00		Lighting Upgrades	150 Fixt	20,265.00
						Keyless Entry System	500 doors	15,000.00
		PA 64-4 TOTAL		285,000.00		Window Upgrades	300	20,000.00
_								
-		+				PA 64-4 TOTAL		115,265.00
								.,
-		_						
-					PA 64-6			
	PA 64-6	1460						
		Replace Carpet Hallways	2000 sqf	10,000.00				
		Additional Heat Common Areas	5 Units	10,000.00		1460		
		Water Filtration System	1	10,000.00		Ceiling Tile Replacement Common Areas	300 sqf	15,000.00
		Window alterations comm rm skylights	160 sqf	20,000.00		Public restroom energy/conservation	2	2,000.00
_		DA CA C TOTAL		50 000 00		Drop ceiling in community room	800 sqf	15,000.00 90,000.00
-		PA 64-6 TOTAL		50,000.00		Install Fire Sprinkler	1	90,000.00
-								
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-						PA 64-6 TOTAL		122,000.00
-						17104-0101742		122,000.00
		1						
_								
	Tot	al CFP Year Estimated Cost		335,000.00		Total CFP Year Estimated Cost		237,265.00

# Capital Fund Program Five-Year Action Plan

# Part II: Supporting Pages - Work Activities

Activities for		Activities for Year: 2				Activities for Year: 3		
Year 1		FFY Grant: 2012				FFY Grant: 2013		
1 car 1		PHA FY:				PHA FY:		
l	Development				Development			
	Name/Number AMP 3	Major Work Categories	Qty	<b>Estimated Cost</b>	Name/Number AMP 3	Major Work Categories	Qty	Estimated Cost
	AMP 3							
					PA 64-3	1450		
	PA 64-3	1450				Expand Parking Lot	400 SF	7,500.00
		Replace Sidewalks	300sf	10,000.00		Landscaping Improvements	400sf	5,000.00
						1460		
See						Emergency Call System Upgrade	1	10,000.00
						Replace Entrance Doors	2	5,000.00
Annual		1460						
		Upgrade Trash Compacter and Replace	1					
Statement		Trash Compacter Hoppers	1	5,000.00		1470		
		Window Replacement Sunrooms	80 sf	10,000.00				
		PA 64-3 TOTAL		25,000.00				
						PA 64-3 TOTAL		27,500.00
	PA 64-5	1450						
		Replace Sidewalks	300 SF	10,000.00	PA 64-5	1460		
						Emergency Call System Upgrade	1	15,000.00
		1460				1450		
		Sprinkler System	1	Deleted		Install Drywell North Side of Building	200 Gal	5,000.00
		Add Generator Capacity	1	10,000.00		Lighting upgrades	50 lights	35,000.00
		Replace Apt. Doors and Closers	100	120,000.00		1470		
		Window Replacement Sunrooms	80	10,000.00		Over Hang On Garage For Bicycles	1	5,000.00
		Replace Entry Doors	2	5,000.00				
						PA 64-5 TOTAL		60,000.00
		PA 64-5 TOTAL		155,000.00				
	Tot	al CFP Year Estimated Cost		180,000.00		Total CFP Year Estimated Cost		87,500.00
				,,,,,,,,,,		Total CFT Teal Estillated Cost		,

Page 6 of 9 form **HUD-5007.2** (4/2008)

Activities for		Activities for Year: 4				Activities for Year: 5		
		FFY Grant: 2014				FFY Grant: 2015		
Year 1		PHA FY:				PHA FY:		
l	Development	<u> </u>		T	Development	1	ı	
	Name/Number	Major Work Categories	Qty	Estimated Cost	Name/Number	Major Work Categories	Qty	Estimated Cost
	AMP 3		ν.,		AMP 3		Ψ.,	
	PA 64-3	1460			PA 64-3	1460		
						Replace Outlets & Switches in Apts.	100units	16,000.00
		Replace Domestic Hot Water Circulator	1	500.00				
		Replace Apartment Flooring	3000sf	10,000.00				
See		Interior Water Valve Replacement	200	12,000.00				
		1475		4 000 00				
Annual		Replace Buffer & Floor Machine	2	4,000.00				
_								
						1475		
Statement		PA 64-3 TOTAL		26,500.00		Pressure Washer	1	500.00
						Replace Office Equipment & Furniture	1	2,500.00
	PA 64-5	1460				New Tractor	1	Done Arra
		Install A/C on Ventilation System	1	Done Arra				
		Replace Trash Compactor System	1	5,000.00		PA 64-3 TOTAL		19,000.00
_		Replace Domestic Hot Water Circulator	1	500.00	D	4.480		
_		Window Upgrades	300	20,000.00	PA 64-5	1450		
_		Replace Apartment Flooring	3000 sqf	20,000.00				
-		1450				1460		
_		Expand Parking Lot	400 SF	7,500.00		1400		
-		Expand I dixing Bot	400 DI	7,500.00				
_						Replace hallway Flooring		moved to 2010
						Electrical Outlets And Switches In Apts.	100 units	16,000.00
						•		·
		<u> </u>						
_		1475		4 000 00		W. (1 - WOW)		47.000.00
_		Replace Buffer & Floor Machine	2	4,000.00		PA 64-5 TOTAL		16,000.00
_		Replace Office Equipment	1	2,500.00				
<u> </u>		PA 64-5 TOTAL		59,500.00				
_		TA 04-3 TOTAL		37,300.00				
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-								
				1				
	Tota	al CFP Year Estimated Cost		86,000.00		Total CFP Year Estimated Cost		35,000.00

# Capital Fund Program Five-Year Action Plan

Activities for		Activities for Year: 2				Activities for Year: 3		
Year 1		FFY Grant: 2012				FFY Grant: 2013		
		PHA FY:				PHA FY:		
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost
	PA Wide	Operations 1406		29,112.00	DHA Wido	Operations 1406		5,112.00
-	1 A With	MGT Fees 1410		55,000.00	THA WILL	MGT Fees 1410		55,000.00
-		Fees & Costs 1430		22,400.00		Foos & Costs 1/30		22,400.00
-		Fees & Costs 1430 Audit 1411		1,000.00		Fees & Costs 1430 Audit 1411		1,000.00
See		rudit 1111		1,000.00		riddit 1111		1,000.00
500		PHA WIDE TOTAL		107,512.00		PHA WIDE TOTAL		83,512.00
Annual		THE WIDE TO THE		107,212.00		THE WIPE TO THE		00,212.00
C4-44								
Statement		YEAR 2 PHA WIDE WORK TOTAL		446,000.00		YEAR 3 PHA WIDE WORK TOTAL		470,000.00
		TOTAL GRANT AMOUNT		553,512.00		TOTAL GRANT AMOUNT		553,512.00
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	Tot	tal CFP Year Estimated Cost		107,512.00		Total CFP Year Estimated Cost		83,512.00

# Capital Fund Program Five-Year Action Plan

Activities for		Activities for Year: 4				Activities for Year: 5				
Year 1	FFY Grant: 2014					FFY Grant: 2015				
		PHA FY:				PHA FY:				
	Development Name/Number	Major Work Categories	Qty	Estimated Cost	Development Name/Number	Major Work Categories	Qty	Estimated Cost		
-										
-	PHA WIDE	Operations 1406		29,612.00	PHA Wide	Operations 1406		31,847.00		
		MGT Fees 1410		55,000.00		MGT Fees 1410		55,000.00		
-		Fees & Costs 1430		22,400.00		Fees & Costs 1430		22,400.00		
See		Audit 1411		1,000.00		Audit 1411		1,000.00		
Annual		PHA WIDE TOTAL		108,012.00		PHA WIDE TOTAL		110,247.00		
g										
Statement										
-										
_		YEAR 4 PHA WIDE WORK TOTAL		445,500.00		YEAR 5 PHA WIDE WORK TOTAL		443,265.00		
		TEAR THA WIDE WORK TOTAL		443,300.00		TEAR 3 THA WIDE WORK TOTAL		443,203.00		
_										
-		TOTAL GRANT AMOUNT		553,512.00		TOTAL GRANT AMOUNT		553,512.00		
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-	Tot	al CFP Year Estimated Cost	1	108,012.00	1	Total CFP Year Estimated Cost		110,247.00		

# Bradford County Housing Authority Advisory Board Meeting

Thursday, February 3, 2011 12:00 Noon Colonial Terrace Community Room, Towanda PA

Present: Al Planishek – Colonial Towers, Towanda

Shirley Deranzio - Keystone Manor, Sayre

Sandy Lattimer – Page Manor, Athens

Helen Brokaw - McCallum Manor, Canton

Joyce & Richard Pratt - McCallum Manor, Canton

Rosetta Vance – McCallum Manor, Canton Julia Beach – Hillcrest Apartments, Troy

**Robert Beach - Hillcrest Apartments, Troy** 

Wilma Sullivan - Colonial Towers

**Grace Dinelli - Colonial Towers** 

Jeannie Cotton - Keystone Manor

Jeannie Puckett - Keystone Manor

Anna Belle Harris - Colonial Terrace

Felix Hejeck - Keystone Manor

**Gerry Mosier – Colonial Terrace** 

Jill Lewellyn - Colonial Terrace

Lee Bryington - BCHA

James McRath - BCHA

**Kevin Patt – BCHA** 

Kelley Cevette - BCHA

Sandy Grover - BCHA

**Scott Canfield - BCHA** 

James McRath, Bradford County Housing Authority Executive Director, welcomed everyone to the meeting, He introduced the staff that were present; Kevin Patt, Housing Development Coordinator, Kelley Cevette, Deputy Executive Director, Lee Bryington, Assistant Project Manger and Scott Canfield Maintenance Foreman.

Minutes from the January Feb. 3, 2010 meeting were reviewed. On motion by Al Planishek, seconded by Shirley Deranzio the minutes were approved as written. Minutes were approved.

Mr. McRath reviewed the schedule of the annual tenant meetings.

Mr. McRath reviewed the purpose of the Tenant Advisory Board, its background and history of the preparation of the Annual Plan.

Mr. McRath announced that the Housing Authority will maintain the Homemakers Assistance Program. This program currently assists eligible tenants with light housekeeping duties provided by an outside agency. He feels that this program allows for some individuals to maintain their independence longer. The Housing Authority will also maintain the subsidy paid to EMTA on behalf of our tenants that are eligible for their transportation.

Mr. McRath announced several policy changes that will be included this year in the annual plan.

Changes to the Operating Plan for Public Housing that are purposed:

- The Principal Residence clause will require a family to physically move in within 30 days of signing their lease. This is to prevent a family from renting an apartment but continuing to resident in another area and never physically movein.
- The Authority will be having an active website as of March 1, 2010. Applications will be accepted on-line through the website as of April 1, 2010.
- There is a change in the preference process for PH and RA. There is now a
  preference for being a resident in the county. In addition, there will be a scoring
  system to rate preferences.
- EIV tenant system search required by HUD for all new applicants.
- Upgrades to Violence against Woman Act compliance.

Changes to the Operating Plan for Section 8 that are purposed are:

- Suspension due to insufficient funding.
- Project Based Voucher Program
- Preferences to include county residency and nursing home transition

Kevin Patt, spoke to the Board on his presentation of the five (5) year plan for physical improvements for the Capital Grant Program. He went over the procedure for determining what is on the plan each year. Items in the budget are large items such as roofs, sprinkler systems, heating systems not general maintenance items. He explained the need to adjust this plan based on funding or emergency need for repairs. After reviewing some items on this years list Kevin asked all Board members to review the specific items on the list for their particular sites and he would address any questions if needed.

Several Board members presented questions or comments on the physical needs assessment or other items.

 Keystone Manor resident asked about the security system and where the cameras were directed. She indicated that someone from outside the building entered her mother's apartment without knocking. Kevin indicated that the cameras can not cover all areas in the building. He stated that it's important to keep your doors locked at all times and to call the police if at any time you feel uncomfortable about someone entering your apartment.

- This same tenant complained that ¾ of the building residents do not come out and move their cars after a snow storm so that the maintenance staff can clear the parking lot. Kevin will look into the plan in place at Page and Keystone Manor by contacting the maintenance foreman.
- Hillcrest resident requested strobe lights for hearing impaired tenants and a threshold ramp to allow a wheel chair tenant to exit the building quickly.
- Colonial Towers resident indicated that the automatic front door stays open a long time to allow the person to enter but by doing so could allow an unwelcome person the same entrance. Scott Canfield the Foreman will look into adjusting it.
- Keystone Manor residents indicated that the tile floors on the 3<sup>rd</sup> and 5<sup>th</sup> are in very bad condition. Kevin indicated that we are working on replacing them. These are fairly new floors which is unusual for them to wear this poorly.
- o Terrace resident indicated that they could use new carpet and tub cuts.
- Terrace Tenants indicated that they would like the bank behind the building cleared of brush and some flowering bushes installed.

Hearing no further comments or questions Jim informed the Board members as to the Public Hearing scheduled for March 9, 2011 at 10:00am at Colonial Towers in Towarda. Members were again thanked for their participation.

# Certification for a Drug-Free Workplace

# U.S. Department of Housing and Urban Development

Applicant Name					
Bradford County Housing Authority	and the second s				
Program/Activity Receiving Federal Grant Funding					
Capital Fund Program					
Acting on behalf of the above named Applicant as its Authorize the Department of Housing and Urban Development (HUD) regard	ed Official, I make the following certifications and agreements to ding the sites listed below:				
I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	(1) Abide by the terms of the statement; and				
a. Publishing a statement notifying employees that the un- lawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's work- place and specifying the actions that will be taken against employees for violation of such prohibition.	(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction; e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an em-				
b. Establishing an on-going drug-free awareness program to inform employees	ployee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on				
(1) The dangers of drug abuse in the workplace;	whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the				
<ol><li>The Applicant's policy of maintaining a drug-free workplace;</li></ol>	receipt of such notices. Notice shall include the identification number(s) of each affected grant;				
(3) Any available drug counseling, rehabilitation, and employee assistance programs; and	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect				
(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	to any employee who is so convicted  (1) Taking appropriate personnel action against such an				
<ul> <li>c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;</li> <li>d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the</li> </ul>	employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or  (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;				
employee will	g. Making a good faith effort to continue to maintain a dru free workplace through implementation of paragraphs a, thru				
<ol> <li>Sites for Work Performance. The Applicant shall list (on separate p HUD funding of the program/activity shown above: Place of Perforn Identify each sheet with the Applicant name and address and the program.</li> </ol>	ages) the site(s) for the performance of work done in connection with the mance shall include the street address, city, county. State, and zip code.				
McCallum Manor, Minnequa Ave. Canton, Bradford County, I Canton Townhouses, Second, Washington, Montague Street Page Manor, Church Street, Athens, Bradford County, PA 18 Colonial Towers, Colonial Drive, Towanda, Bradford County, Keystone Manor, North Elmer Ave., Sayre, Bradford County, Park Place, Riverside Drive, Wyalusing, Bradford County, PA	PA 17724 s, Canton, Bradford County, PA 17724 8810 PA 18848 PA 18840				
Check here if there are workplaces on file that are not identified on the attack	ched sheets.				
I hereby certify that all the information stated herein, as well as any inf Warning: HUD will prosecute false claims and statements. Conviction may (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)					
Name of Authorized Official	Title				
James F. McRath Signature	Executive Director				
X A B CAC	3-30-2011				
	form HUD-50070 (3/98)				

form **HUD-50070** (3/98) ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing and Urban Development Office of Public and Indian Housing

Applicant Name					
Bradford County Housing Authority					
Program/Activity Receiving Federal Grant Funding					
Capital Fund Program					
The undersigned certifies, to the best of his or her knowledge and	d belief, that:				
(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connec-	(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.				
tion with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.	This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required				
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.	certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.				
I hereby certify that all the information stated herein, as well as any in Warning: HUD will prosecute false claims and statements. Conviction ma (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	formation provided in the accompaniment herewith, is true and accurate ay result in criminal and/or civil penalties.				
Name of Authorized Official	Title				
James F. McRath	Executive Director				
Signature	Date (mm/dd/yyyy)				
10000	3-30-2011				

#### DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB 0348-0046

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Standard Form LLL (Rev. 7-97)

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.) 1. Type of Federal Action: 2. Status of Federal Action: 3. Report Type: a. contract a. bid/offer/application a. initial filing B b. grant b. initial award b. material change c. cooperative agreement For Material Change Only: c. post-award d. loan quarter e. loan guarantee date of last report f. loan insurance 4. Name and Address of Reporting Entity: 5. If Reporting Entity in No. 4 is a Subawardee, Enter Name Subawardee and Address of Prime: N/A , if known: Bradford County Hoosing Authority 4 Riverside Plaza Blossburg, PA 16912 Congressional District, if known: 4c Congressional District, if known: 6. Federal Department/Agency: 7. Federal Program Name/Description: Capital Fund Program U.S. Department of Housing and Urban Development CFDA Number, if applicable: 8. Federal Action Number, if known: 9. Award Amount, if known: 10. a. Name and Address of Lobbying Registrant b. Individuals Performing Services (including address if (if individual, last name, first name, MI): different from No. 10a) N/A No Lobbying Activities Proposed (last name, first name, MI): N/A 11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made. Signature: Print Name: James F. McRath or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the Title: Executive Director required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. 3-30-2011 Telephone No.: 570-638-2151 Date:

Federal Use Only:

# **Eligibility, Selection and Admissions Policies**

Eligibility, tenant selection and admissions policies are explain in detail in the Authority's Public Housing Admissions and Occupancy Policy and the Authority's Section 8 Administrative Plan. Copies of both documents are available at the Authority's Administrative Offices and are also available from the Authority's website – <a href="https://www.tbhra.org">www.tbhra.org</a>

Included in this document are summaries of proposed changes to the Public Housing Admissions & Occupancy Policies and the Section 8 Administrative Plan.

# Public Housing Admissions and Occupancy Policy – List of Modifications March 2011

## **Table of Contents**

Updated to reflect repagination of some sections

#### **Chapter 7.0 Taking Applications**

Remove this section in its entirety and insert the following:

Chapter 7.0 Taking Application

Families wishing to apply for the Public Housing Program will be requires to complete and application for housing assistance. Applications may be submitted by applying online through the Bradford County Housing Authority website, <a href="https://www.tbhra.org">www.tbhra.org</a>

Applications are taken to compile a waiting list. Due to the demand for housing in the Bradford County Housing Authority jurisdiction, the Bradford County Housing Authority may take applications on an open enrollment basis, depending on the length of the waiting list.

Completed applications will be accepted for all applicants and the Bradford County Housing Authority will verify the information.

Applications may be submitted through the Bradford County Housing
Authority website <u>www.tbhra.org</u> The completed application will be dated

and time stamped by the computer system and a confirmation assigned per application immediately following submittal. This confirmation number will be the applicant's official notification of received.

Persons with disabilities who require a reasonable accommodation in completing and application may call the Bradford County Housing Authority to make arrangements. A telecommunication device for the deaf (TDD) is available for the deaf. The TDD telephone number is (570) 638-2227.

The application process will involve two phases. The first phase is the initial application for housing assistance. This requires the family to provide limited basic information establishing any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

The second phase is the final determination of eligibility. This takes place when the family nears the top of the waiting list. The Bradford County Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Public Housing Program.

Reason for Changes – The admission of the Authority's website and application submittal being adjusted to an online process.

# **Chapter 8 Eligibility For Admission**

# Section B - EIV System

Renumber the existing Section B to Section C and the existing Section C to Section D Insert a new Section B as follows:

# Section B – EIV System

For each prospective tenant, the Bradford County Housing Authority shall at the time of the eligibility interview print and maintain on file a copy of the EIV Existing Tenant Search results.

If the applicant or members of applicant's household are identified by EIV as currently being assisted at or owes a debt to, another Multifamily Housing or Public and Indian Housing (PIH) location, the Bradford County Housing Authority shall discuss these findings with the appropriate member(s) of applicant household and provide the opportunity to explain

the circumstances relative to being assisted at, or owing a debt to, another housing provider.

The Bradford County Housing Authority shall follow up with the respective housing provider to confirm the applicant's program participation status or debt owed before admission. If necessary the Bradford County Housing Authority will coordinate move-in/move-out dates with the other housing provider at the other location.

The Bradford County Housing Authority shall retain Existing Tenant Search results, as well as any related additional documentation, with the application.

<u>Reason for Changes – To include new HUD requirements concerning use</u> of the previous tenant report in the EIV System.

# **Chapter 10.0 - Tenant Selection and assignment**

Remove this section in its entirety and insert the following:

#### Section 10.1 Preferences

The Bradford County Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Residency preferences for families who live, work, or have been hired to work or who are attending school in Bradford County. This preference shall be worth 50 points.
- B. Those who are involuntarily displaced by government action, flood, fire or as a result of a disaster declared or otherwise formally recognized pursuant to federal disaster relief laws. This preference shall be worth25 points.
- C. Victims of domestic violence. This preference shall be worth 20 points.
- D. Persons who are homeless. This preference shall be worth 15 points.
- E. Those who have been employed 20 hours per week for the three months prior to submitting the application. This preference shall be worth 10 points.

F. Veterans and Veteran's families. This preference shall be worth 5 points.

Points awarded for the above listed preferences shall be cumulative. Order of applicant selection among applicants with the same number of preference points shall be based on the state and time of the application. Table 1 provides a matrix of the various cumulative values of the preference listed above.

**Building Designed for the Elderly and Disabled:** Preference will be given to elderly and disabled families. If there are no elderly or disabled families on the list, preference will then be given to near-elderly families. If there are no near-elderly families on the waiting list units will be offered to families who qualify for the appropriate bedroom size using these priorities. All such families will be selected from the waiting list using the preferences as outlined above.

Accessible Units: Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come up to the top of the waiting list. Such applicants, however, must sign a release form stating that will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice. A separate waiting list will be maintained for applicants that request a handicapped unit only.

Reason for changes: Addition of the residence preference and point values of preferences.

#### Chapter 10. Tenant Selection and Assignment Plan

Insert section 10.9 which was not previously on the plan, as follows:

#### Section 10.9 Physical Residency Requirement

The physical unit that the applicant signs the lease agreement for must become their principal residence. The tenant will be given 30 days from the date of the lease signing to physically move into the residence and change their mailing address to this location. Failure to do so allows the Bradford County Housing Authority the option of beginning the eviction process.

Reason for Change – To avoid applicants from renting units and not physically moving into them while keeping their primary residence elsewhere.

#### **Chapter 19.0 Violence Against Woman Act**

Addition of A, B, C & D under Section 19.1 as follows:

#### Section 19.1 Violence Against Woman Act

- A. Bradford County Housing Authority may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other "good cause" for termination of assistance, tenancy or occupancy rights of the victim of abuse.
- B. The Bradford County Housing Authority may not consider criminal activity directly related to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.
- C. The Bradford County Housing Authority may request in writing that the victim, or family member on the victim's behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066 or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specific timeframe may result in eviction.
- D. The Bradford County Housing Authority should be mindful that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, the Authority may require that the tenant appear in person to pick up the certification form and are encouraged to work with tenants to make delivery arrangements that do not place the tenant at risk.

<u>Reason for Changes – To include new HUD requirements for the Violence</u> Against Woman Act

# Section 8 Admissions and Occupancy Policy – List of Modifications March 2011

Chapter 4.0 Managing the Waiting List

Remove this section in its entirety and insert the following:

#### Chapter 4.2 Taking Applications

Families wishing to apply for the Section 8 Program will be requires to complete and application for housing assistance. Applications may be submitted by applying online through the Bradford County Housing Authority website, <a href="https://www.tbhra.org">www.tbhra.org</a>

Applications are taken to compile a waiting list. Due to the demand for housing in the Bradford County Housing Authority jurisdiction, the Bradford County Housing Authority may take applications on an open enrollment basis, depending on the length of the waiting list.

Completed applications will be accepted for all applicants and the Bradford County Housing Authority will verify the information.

Applications may be submitted through the Bradford County Housing Authority website <a href="www.tbhra.org">www.tbhra.org</a>. The completed application will be dated and time stamped by the computer system and a confirmation assigned per application immediately following submittal. This confirmation number will be the applicant's official notification of received.

Persons with disabilities who require a reasonable accommodation in completing and application may call the Bradford County Housing Authority to make arrangements. A telecommunication device for the deaf (TDD) is available for the deaf. The TDD telephone number is (570) 638-2227.

The application process will involve two phases. The first phase is the initial application for housing assistance. This requires the family to provide limited basic information establishing any preferences to which they may be entitled. This first phase results in the family's placement on the waiting list.

The second phase is the final determination of eligibility. This takes place when the family nears the top of the waiting list. The Bradford County

Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Section 8 Program.

# Reason for Changes – The admission of the Authority's website and application submittal being adjusted to an online process.

Chapter 5.0 Selecting Families from The Waiting List

Change – 5.2 Preferences, Insert new Section A #1 & 3, Section B #1, 2 & 3

#### 5.2 Preferences

#### A. Local Preferences

- 1. County Residency
- 2. Involuntarily displaced person/family.
- 3. Nursing Home Transition Program.

#### B. Preference Rule Definitions

#### 1. County Residency

Residency preference for families who live, work, or have been hired to work in Tioga County or who are attending school in Tioga County.

#### 2. Involuntary Displaced

Includes displaced because of fires, disasters, government action and victims of actual or threatened physical violence (applicant does not have to move out to qualify)

In order to qualify as involuntarily displaced, the applicant cannot have been rehoused in substandard housing. For this purpose, housing is not standard replacement housing if it is overcrowded.

Cause evictions are not included as displaced criteria

#### 3. Nursing Home Transition

Provides preference consideration for Area Agency on Aging clients who are temporarily housed in nursing homes facility and no longer require nursing home care.

# <u>Reason for Change – To update preferences to include County Residency</u> and Nursing Home <u>Transition</u>

Chapter 6. Assignment Of Bedroom Sizes (Subsidy Standards)

Change - Insert Section 6.1.5

## Section 6.1.5 EIV System

For each prospective tenant, the Bradford County Housing Authority shall at the time of the eligibility interview print and maintain on file a copy of the EIV Existing Tenant Search results.

If the applicant or members of applicants household are identified by EIV as currently being assisted at or owes a debt to, another Multifamily Housing or Public and Indian Housing (PIH) location, the PHA shall discuss these findings with the appropriate member(s) of applicant household and provide the opportunity to explain the circumstances relative to being assisted at, or owing a debt to, another housing provider.

The Bradford County Housing Authority shall follow up with the respective housing provider to confirm the applicant's program participation status or debt owed before admission. If necessary the PHA will coordinate move in/move-out dates with other housing provided at the other location.

The Bradford County Housing shall retain Existing Tenant Search results, as well as any related additional documentation, with the application.

# Reason for Change – To include new HUD requirements concerning use of the previous tenant report in the EIV System.

Change - Chapter 19.0 to 20.0 and 20.0 to 21.0. Insert Chapter 19.0 and 22.0

Chapter 19. Termination of Contract

# A. Suspension Due To Insufficient Funding

The Bradford County Housing Authority monitors income and expenditure data for the Housing Choice Voucher Program on a monthly basis. If at any time the Bradford County Housing Authority determines that insufficient funding is available to meet Housing Assistance Payment obligations, the Authority will take action to ensure fiscal solvency of the Housing Choice Voucher Program. The

Authority will take the following actions to balance anticipated voucher program expenditures with voucher program income:

- Suspend issuances of vouchers to applicants from the Section 8 Voucher Program waiting list.
- 2. Termination of vouchers previously issued to applicant, but not yet under assistance contract.
- 3. Suspend assistance to current program participants:

In the event that the Bradford County Housing Authority must suspend assistance to current participants, such suspensions will be performed as follows:

- a. The Bradford County Housing Authority will compile a list of all current participants. This participation list shall be in descending order of date of admission into the program (that is the oldest date of admission shall appear first).
- b. The Bradford County Housing Authority will review the participant list and will initially exclude from the list all participating families which the Head of Household or Co Head of Household is elderly (defined as age 62 or older) or is disabled.
- c. The Bradford County will then select non elderly/non disabled households from the participating list in order of program admission date, beginning with the participant with the oldest date.
- d. The Bradford County Housing Authority will continue to select participants from the list until a sufficient number of participants are selected such that the sum of their monthly assistance payments are sufficient to reduce total monthly payments to an amount commensurate with program income
- e. In the event that there are not sufficient numbers of elderly/non elderly disabled households available to reduce expenditures to the required level, then the Bradford County Housing Authority will select elderly/disabled households for suspension in the order of the household's program admission date (beginning with the oldest date of admission).

- f. All participants selected for suspension as described in this section shall receive no less than 30 days written notification of the suspension of assistance. Such notice shall also be provided to the affected property owner.
- g. Suspension of assistance under this section shall not be subject to the Bradford County Housing Authority's Grievance Policy and any participant suspended solely due to lack of sufficient funding shall not be entitled to a hearing to contest the Authority's action.
- h. Suspension of assistance to the participant under this section shall result in termination of the Housing Assistance Payment Contract with the property owner on the same date as assistance to the participant is suspended. The Bradford County Housing Authority shall have no obligation for any additional assistance payments to the property owner beyond the date of suspension of assistance.

#### 4. Restoration of Assistance.

Any participant whose assistance is suspended due solely to lack of sufficient funding may be entitled to reinstatement of assistance. Reinstatement shall be available to any suspended participant who, as of the date of the reinstatement offer, is not already receiving another form of subsidized housing assistance. Such other subsidized housing assistance shall mean a housing program in which the participant is required to pay no more than 30% of their adjusted income for rent and utilities:

- a. Assistance shall be reinstated in the same order in which assistance was originally suspended. However, reinstatement may be subject to termination of participation in the event the participant has engaged in an act or acts during suspension period, which act or acts would result in program termination had the assistance suspension not been in effect. For example is during the suspension period the participant engages in a criminal act which would have resulted in a termination action had assistance not be suspended. In the event of such a termination action, all requirements in this policy governing termination of program participant shall be in effect.
- b. Reinstatement will include the execution of a new Housing Assistance Payment contract with the property

owner. If at the time of reinstatement the new HAP contract is executed for the same dwelling occupied by the participant at the time of assistance suspension, the Bradford County Housing Authority shall have no obligation for assistance payments during the time period in which the suspension action was in effect.

- c. When offered the opportunity doe reinstatement, the affected participants will be subject to the procedures outlined in this policy for new participants, including but not limited to: issuance of the voucher, time period for locating a dwelling, execution of the Hap contract, rent reasonableness and Housing Quality Standards.
- d. In no event shall the Bradford County Housing Authority admit any new participant families from the waiting list nor absorb any incoming portable voucher holders until all eligible participants with suspension assistance have been offered the opportunity for reinstatement.
- e. All suspended participants shall be notified in writing of the offer of reinstatement. Such written notice shall be sent to the last known mailing address provided by the participant. Failure of the participant to respond to the offer of reinstatement within 30 days shall be rounds for termination of assistance in accordance with the procedures for termination outlined in this Administrative Plan.

#### 4. Multiple Suspension Events

- a. In the event that the Bradford County Housing Authority must suspend assistance on more than one occasion, additional restrictions on suspension will take effect. In no case shall any participant be subject to a 2<sup>nd</sup> or subsequent suspension event until all participants have been subject to suspension.
- 5. Treatment of Suspended Participants during suspension
  - a. Any participants with suspended assistance shall remain a current program participant. As such reinstatement of assistance shall not be considered a new program admission for purposes of the income targeting requirements outlined in this Administrative Plan.

# Reason for Change – Describe procedures to deal with reduction of HAP costs due to insufficient funding.

#### 22.0 PROJECT BASED VOUCHER PROGRAM

#### A. Purpose

The Bradford County Housing Authority's project based voucher program is established to provide safe and affordable housing opportunities for elderly, disabled, and/or severely economically disadvantaged families. Persons who are elderly and/or have disabilities or who are economically disadvantaged must be offered supportive services as a condition of occupancy. Supportive housing services include but are not limited to:

- a private apartment:
- a service coordinator to help residents arrange for services;
- personal care services;
- housekeeping and laundry assistance;
- transportation;
- social activities:
- help with chores;

#### B. Procurement

Units selected for project-based assistance are units for which competitively awarded 9 percent housing tax credits have been provided. Owners who have received competitively awarded 9 percent housing tax credits must make a written request to BradfordCounty Housing Authority for project-based voucher assistance within 3 years from the date of their award. Bradford County Housing Authority will require the owner to submit an application based upon selection criteria. All units must meet selection criteria.

If a request for proposals is initiated by Bradford County Housing Authority, Bradford County Housing Authority will publicly advertise the availability of project-based assistance for a specific number of units through a written application method. The request for proposal application will contain selection criteria that shall not limit proposals to a single site or impose restrictions that would preclude proposals for different sites. A deadline for submission for proposals will be required. A public advertisement will be placed in Towanda Daily Review.

#### C. Selection Criteria

Proposals for project-based assistance may be requested for new or existing structures or structures that will undergo rehabilitation. The type of units sought for project based assistance may have special conditions that are created to achieve a desired housing outcome for the type of families targeted to receive housing assistance and/or to create affordable hosing opportunities in specific geographic areas meeting site selection criteria. Site selection criteria will be included as part of the proposal in order to inform prospective bidders of the methodology used to evaluate proposals.

#### D. Evaluation of Applications

Applications will be judged individually and may be approved for project based assistance if:

- 1. The application meets proposal requirements and the purposes described above:
- 2. The application meets site selection standards set by HUD pursuant to 24CFR Part 983;
- 3. Time tables for contract execution are met;
- 4. The owner is in good standing with HUD and Bradford County Housing Authority; and,
- 5. The application is consistent with project based voucher regulations.

The Bradford County Housing Authority reserves the right to reduce the number of project-based units that have been requested.

#### E. Award of Project Based Contracts

Project based contracts will be approved by the Bradford County Housing Authority Board of Commissioners. Bradford County Housing Authority shall give prompt written notice of such selection to the party that submitted the proposal and prompt public notice of such selection.

## F. Participant Rights and Responsibilities

Admission, tenant rent contributions, occupancy, tenancy, annual reexaminations, and housing quality standards and policies for participants will be governed by 24CFR Parts 982, 983 and this Administrative Plan. Voucher issuance and portability are restricted while the family participates in the project based voucher program. Tenants must comply with HUD's list of family obligations and Administrative Plan requirements.

## G. Bradford County Housing Authority Responsibilities

Bradford County Housing Authority's project-based voucher program will comply with HUD and Bradford County Housing Authority regulations and policies. If Bradford County Housing Authority owned units are selected for project-based voucher assistance, TCHA will be required to allow a HUD filed office review of the TCHA's proposal and selection process.

Reason for Change – Initiate more stable affordable housing in the County to address the current affordable housing crisis as a result of the local Marcellus Shale Gas Play situation.

#### Minutes

#### **Bradford County Housing Authority**

March 30, 2011

The regular meeting of the Bradford County Housing Authority was held at the River Stone Inn in Towanda at 12:00 noon on March 30, 2011. The following board members were present; Roger Graham, Bill Farley, Ray DePaola, Grace Dinelli and Nancy Shaw. Also present were Jim McRath, Kelley Cevette, Charlie Bourque, Victoria Powers, and Susan Storch.

Chairperson Bill Farley called the meeting to order. Minutes from the February 22, 2011 meeting were reviewed. On motion by Roger Graham, seconded by Ray DePaola the minutes were accepted. All members in favor.

**EXHIBIT BH 3-11-1** 

The bills for January were reviewed. On motion by Nancy Shaw, seconded by Roger Graham the January 2011 bills were approved. All members in favor.

EXHIBIT BH 3-11-2

The occupancy report was reviewed. No action was needed on this report. EXHIBIT BH 3-11-3

The Annual Public Housing Agency Plan and 5 Year Plan was reviewed. The changes to the Admissions and Occupancy policy were discussed. On motion by Ray DePaola, seconded by Nancy Shaw the resolution accepting the Annual Plan and 5 Year Plan was approved. All members in favor.

**EXHIBIT BH 3-11-4** 

The sprinkler bids for Hillcrest Manor in Troy were reviewed. Four Businesses were contacted and only one bid came in. The bid of \$120,000.00 was from Anchor Fire Protection. The Authority was recommending this bid since it was for the same amount that the Engineer estimated for the project. On motion by Roger Graham, seconded by Ray DePaola the bid from Anchor Fire Protection for \$120,000.00 was approved. All members in favor.

EXHIBIT BH 3-11-5

#### **Board Information:**

There was discussion about the possibility of Board members receiving their monthly Board Package through email. All members except for Grace Dinelli would prefer receiving their packages through email. The Authority will still physically send a Board meeting package through the mail to Grace.

Jim presented the Board with the results from the Capital Grant Bids that were held Friday, March 25<sup>th</sup>. There were only two bids for the General Contracting. The low bid was \$354,000.00 from Redstone Company. The Authority recommends this bid. There were two bids per unit one for \$2,600.00 a tub cuts and one for \$46,780.00 or \$454.00 a unit. The Authority was recommending Bath Pros, Inc. for \$46,780.00. On motion by Ray DePaola, seconded by Roger Graham the bids from Redstone Company and Bath Pros, Inc were accepted. All members in favor.

Charlie did a presentation on the paperless system TenDoc's which is offered through our software provider Tenmast. The Board members were given documentation on the costs and benefits to going paperless in the Authority. There was a discussion about the how this would be implemented. On motion by Roger Graham, seconded by Ray DePaola the TenDoc's system was approved for purchase. All members in favor.

•	nded, the meeting of the Housing Authority was meeting with the Tioga County Board on April
26 <sup>th</sup> in Troy.	meeting with the Hoga County Board on April
Secretary	Chairperson